



## **BOARD MEETING AGENDA**

Wednesday, May 17, 2017

5:30 - 7:30 p.m.

Legacy House

803 S Lane St

Seattle, WA 98104

5:30	Action	1. Call to Order - Scott Yasui
5:32	Action/ Approval	2. Consent Agenda <ul style="list-style-type: none"><li>• Approve April 2017 Meeting Minutes Resolution</li><li>• Accept April 2017 Expenditure Reports</li><li>• Approve Concurrence Request</li><li>• Accept May 2017 Staff Reports</li></ul> Resolution – HDC Charitable Campaign Participation Resolution – Affirm Election of New Board Members
5:45	Discussion	3. Staff Briefings: <ul style="list-style-type: none"><li>• City Council PLUZ Committee Ordinances (MHA and other) – Maiko and Mike</li><li>• Fall Fundraiser Sponsorship Assignments - Joseph</li></ul>
6:20	Discussion	4. Board Business <ul style="list-style-type: none"><li>• Retreat Next Steps and Action Items</li><li>• Other Items for Discussion</li></ul>
7:00	Adjourn	5. Adjourn – Scott Yasui

*\*\*After adjournment, the SCIDpda Board will enter into executive session to consider the minimum price at which real estate will be offered for lease when public knowledge regarding such consideration would cause a likelihood of decreased price. \*\**

### **Upcoming Meetings and Events:**

June 16 @ 1 pm – Finance Committee Meeting

June 7 @ noon – Executive Committee Meeting

June 20 @ 5:30 – SCIDpda Board Meeting

October 6 – SCIDpda Annual Fundraiser

### **\*\*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 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 17-05-17-01**

### **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 April 2017 Meeting Minutes
- Accept the April 2017 Expenditure Report
- Approve May Concurrence Requests
- Accept May Staff Reports

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

## SCIDpda Board Meeting Minutes

April 19, 2017  
409B Maynard Ave S  
Seattle, WA 98104

**Members Present:** Scott Yasui, Jared Jonson, Wayne Lau, Michael Itti, Phillip Sit, Jen Reyes, Aileen Balahadia, Casey Huang, Nelson Yong

**Staff Present:** Maiko Winkler-Chin, Veronica Wood, Jody Fuentes, Mike Omura, Jamie Lee, Emiko Mizuki, Joseph Guanlao

**Guests Present:** Lanzi Li, Jerilyn Young, Kevin Huynh

### 1. Call to Order

The meeting was called to order by Scott Yasui, Board Chair, at 6:00 p.m.

### 2. Board Action & Approval

- a. **Resolution 17-04-19-01:** 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

Moved: Wayne Lau  
Seconded: Nelson Yong  
Board approved unanimously

### 3. Board Business

#### a. Quarterly Financial Report

Vern Wood gave an overview of the quarterly financial statement. She also explained that SCIDpda net 4K better than budgeted for net operating income in 2016.

Jared asked about the status of vacancies in the properties managed by SCIDpda. Vern explained SCIDpda has never had problems leasing our residential properties, although finding tenants for our commercial spaces has been more difficult. She stated that out of the 145,000 square feet owned or managed by the SCIDpda, only 237 square feet is vacant right now. Maiko stated that SCIDpda has not seen this low percentage of vacancies since 2004. Vern remarked on how Louise Mok—in her abilities to speak Chinese and work directly with the community—has been instrumental in filling the vacant spaces.

#### b. Bond Refunding

Vern presented her resolution on bond re-financing. She explained that every ten years SCIDpda has its bonds re-financed to get a reduction on interest rates, and that the city obligates the bonds (the city steps in if SCIDpda cannot make its payments). Vern explained that the City has required the SCIDpda to connect with their bond offering. She stated the City has an excellent bond rating and going with the City's bond offering also cuts legal fees. She noted the downside that SCIDpda has to wait based on the timing of the city. Vern explained that the resolution is asking for the authorized officer—Executive Director and/or Deputy Director—to be able to negotiate the terms of re-financing with the City. She explained how the current structure of how SCIDpda pays bond is similar to a note instead of a bond payment. She explained that, if approved, authorization is for 180 days from the time the resolution is signed and gives the Executive Director and Deputy Director the authority to approve a re-financing agreement. Vern offered to show copies of an analysis presenting how SCIDpda will save 70K a year from the re-financing of bonds.

**Resolution 17-04-19-02:** Resolution of the Board of the Seattle Chinatown-International District Preservation and Development Authority approving a refinancing agreement with the City of Seattle to facilitate the refunding of the Authority's outstanding Special Obligation Refunding Bonds, 2007, with the proceeds of bonds to be issued by the City.



Moved: Nelson Yong  
Seconded: Casey Hoang  
Board accepted unanimously

**c. Small Works Roster**

Maiko Winkler-Chin gave an overview of her resolution request related to the small works roster. She explained that our purchasing policies' goals are to have open and competitive procurement; and in order to facilitate this goal, SCIDpda used the Seattle Housing Authority's small works roster; SHA now uses the Municipal Research and Services Center of Washington for roster maintenance. She stated that the fee is \$120. Michael asked if there was an inclusion policy for minorities, women and veterans. Maiko confirmed it covers these types of elements. The resolution complies with our standard procedure with purchasing.

**Resolution 17-04-19-03:** A Resolution of the Board of Directors of Seattle Chinatown International District Preservation and Development Authority (SCIDpda), on the subject of establishing a small public works roster process to award public works contract and consulting services roster for architectural, engineering, and other professional services.

Moved: Nelson Yong  
Seconded: Casey Hoang  
Board accepted unanimously

**d. Governance**

Jared re-introduced the prospective board member candidates: Lanzi Li, Jerilyn Young, and Kevin Huynh. Maiko distributed copies of the candidate's resumes, and Jared suggested the Board examine them. Jared stated that the Board has been waiting to add members for a while, and the candidates have met Maiko and toured the neighborhood. Jared proposed entertaining motions to vote all three candidates on to the board.

Scott motioned to appoint the three prospective candidates as new board members of the Board. Jared moved. Scott seconded. The Board accepted unanimously.

Jaime noted that, with the increase in board members, the requirements for has quorum changed. Maiko confirmed that, with twelve members, a quorum now requires seven members to establish a quorum for board meetings.

**5. Adjourn**

The meeting was adjourned by Scott Yasui, Board Chair, at 6:30 p.m.

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

Expenditure Certification Memorandum

DATE: 5/8/2017  
TO: Board of Directors  
FROM: Vern Wood, Deputy Director  
RE: April 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	1077	to	1087	\$	16,694.10	
ACH Transfers	Cash Mgmt/Investments	General Checking		eft		\$	64,333.34	
							<b>Bush Hotel Commercial</b>	<b>\$81,027.44</b>

**Bush Hotel Condo**

Accounts Payable	Computer Run Checks	General Checking	1461	to	1464	\$	12,939.89	
							<b>Bush Hotel Condo</b>	<b>\$12,939.89</b>

**Bush Hotel Fund**

Accounts Payable	Computer Run Checks	General Checking	104	to	104	\$	300.00	
ACH Transfers	Cash Mgmt/Investments	General Checking		eft			15,291.34	
							<b>Bush Hotel Fund</b>	<b>\$15,591.34</b>

**Bush Hotel Master Tenant**

ACH Transfers	Cash Mgmt/Investments	General Checking		eft		\$	64,250.00	
							<b>Bush Hotel Master Tenant</b>	<b>\$64,250.00</b>

**Bush Hotel QalicB**

Accounts Payable	Computer Run Checks	General Checking	163	to	163	\$	2,480.00	
ACH Transfers	Cash Mgmt/Investments	General Checking		eft		\$	23,904.91	
							<b>Bush Hotel QalicB</b>	<b>\$26,384.91</b>

**Bush Hotel Residential**

Accounts Payable	Computer Run Checks	General Checking	1007	to	1035	\$	237,827.47	
ACH Transfers	Cash Mgmt/Investments	General Checking		eft		\$	4,064.00	
							<b>Bush Hotel Residential</b>	<b>\$241,891.47</b>

**CIDpda**

Accounts Payable	Computer Run Checks	General Checking	931	to	939	\$	18,617.06	
							<b>CIDpda</b>	<b>\$ 18,617.06</b>

**IDVS2 Condo**

Accounts Payable	Computer Run Checks	General Checking	1198	to	1204	\$	17,660.81	
							<b>IDVS2 Condo</b>	<b>\$17,660.81</b>

**DVA**

Accounts Payable	Computer Run Checks	General Checking	2790	to	2805	\$	58,263.91	
							<b>DVA</b>	<b>\$58,263.91</b>

**IDVS1 Commercial**

Accounts Payable	Computer Run Checks	General Checking	2731	to	2747	\$	52,944.56
ACH Transfers	Cash Mgmt/Investments	Revenue Trust	eft			\$	65,000.00
<b>IDVS1 Commercial</b>							<b>\$117,944.56</b>

**IDVS2 Library & Parking**

Accounts Payable	Computer Run Checks	General Checking	624	to	628	\$	24,478.67
<b>IDVS2 Library &amp; Parking</b>							<b>\$ 24,478.67</b>

**IDVS2 Commercial**

Accounts Payable	Computer Run Checks	General Checking	579	to	588	\$	14,181.21
<b>IDVS2 Commercial</b>							<b>\$14,181.21</b>

**Legacy House**

Accounts Payable	Computer Run Checks	General Checking	9251	to	9311	\$	82,960.50
ACH Transfers	Cash Mgmt/Investments	General Checking	eft			\$	200,000.00
<b>Legacy House</b>							<b>\$282,960.50</b>

**New Central Commercial**

Accounts Payable	Computer Run Checks	General Checking	228	to	236	\$	6,974.72
ACH Transfers	Cash Mgmt/Investments	General Checking	eft			\$	19,592.20
<b>New Central Commercial</b>							<b>\$26,566.92</b>

**New Central Hotel**

Accounts Payable	Computer Run Checks	General Checking	120	to	121	\$	5,611.29
ACH Transfers	Cash Mgmt/Investments	General Checking	eft			\$	19,549.92
<b>New Central Hotel</b>							<b>\$25,161.21</b>

**New Central Master Tenant**

ACH Transfers	Cash Mgmt/Investments	General Checking	eft			\$	34,501.21
<b>New Central Master Tenant</b>							<b>\$34,501.21</b>

**New Central Residential**

Accounts Payable	Computer Run Checks	General Checking	257	to	274	\$	91,967.71
ACH Transfers	Cash Mgmt/Investments	General Checking	eft			\$	15,908.68
<b>New Central Residential</b>							<b>\$107,876.39</b>

**Nutrition Services**

Accounts Payable	Computer Run Checks	General Checking	757	to	762	\$	10,190.70
<b>Nutrition Services</b>							<b>\$10,190.70</b>

**SCIDpda**

Accounts Payable	Computer Run Checks	General Checking	6843	to	6874	\$	67,764.82
ACH Transfers	Cash Mgmt/Investments	General Checking	eft			\$	1,552.85
Payroll	Automatic Withdrawal	General Checking	4/13/17 & 4/27/17			\$	223,398.00
ACH Transfers	Cash Mgmt/Investments	Construction	eft			\$	5,644.80
<b>SCIDpda</b>							<b>\$298,360.47</b>

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**\$1,478,848.67**

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

5/8/2017 10:09 AM

Property=bhcomm,bhcondo,bhfund,bhmanagr,bhmaster,bhqalib,bhres,childpar,cidblock,cidpda,design,design01,design02,design03,design04,design05,design06,design07,design08,design09,design10,design11,design12,design13,design14,design15,design16,design17,design18,dva,ethbc,hinghay,ldvs1com,ldvs2com,ldvs2con,ldvs2lp,legaads,legacy,lhfoods,lhhouse,lhmaint,lhmarket,lhopera,lhwelIn,lhtsalg,ncentcom,ncentres,nchotel,ncmanagr,ncmaster,nutri,pdacmnty,pdadedv,pdamaint,pdaprop,scid AND mm/yy=04/2017-04/2017 AND All Checks=Yes

Check#	Vendor	Check Date	Total Check	Notes
<b>bhcommop - General Checking</b>				
1077	seacitli - Seattle City Light	4/6/2017	136.75	Electricity
1078	wetass - Wetherholt and Associates, Inc.	4/6/2017	839.23	Capitalized Rehab Expenditures - roof
1079	cedgro - Cedar Grove Organics Recycling	4/13/2017	116.00	Garbage
1080	pdamaint - SCIDpda Maintenance Dept	4/13/2017	3,053.35	WOs
1081	repser - Republic Services	4/13/2017	1,614.01	Garbage
1082	verwir - Verizon Wireless	4/13/2017	8.20	Telecom
1083	wasman - Waste Management of Seattle	4/13/2017	1,607.03	Garbage
1084	bushcond - SCIDPDA Bush Hotel Condo Association	4/20/2017	7,604.29	Condo Billing
1085	eltsys - ELTEC Systems, LLC	4/20/2017	296.36	Elevator - Contract
1086	kinco - King County Finance	4/20/2017	443.62	Property Taxes
1087	wetass - Wetherholt and Associates, Inc.	4/27/2017	975.26	Capitalized Rehab Expenditures - roof
ACH	bushmast - SCIDpda Bush Hotel Master Tenant LLC	4/4/2017	32,166.67	Rent - 03/2017
ACH	bushmast - SCIDpda Bush Hotel Master Tenant LLC	4/1/2017	32,166.67	Rent - 04/2017
<b>Total bhcommop - General Checking</b>			<b>81,027.44</b>	
<b>bhcondop - General Checking</b>				
1461	cenlin - CenturyLink	4/6/2017	116.48	Telecom
1462	seacitli - Seattle City Light	4/6/2017	2,082.78	Electricity
1463	citseacu - City of Seattle-Combined Utilities	4/13/2017	10,187.80	Water/Sewer & Garbage
1464	pugsou - Puget Sound Energy	4/13/2017	552.83	Natural Gas
<b>Total bhcondop - General Checking</b>			<b>12,939.89</b>	
<b>bhfundop - Operating Account</b>				
104	delsec - Delaware Secretary of State	4/6/2017	300.00	Annual Corporation Tax
ACH	scidpda - SCIDpda	4/12/2017	6,204.30	Interest Payment - monthly
ACH	bannymel - The Bank of New York Mellon Trust Co.	4/15/2017	9,087.04	Loan Payment - monthly
<b>Total bhfundop - Operating Account</b>			<b>15,591.34</b>	
<b>bhmastop - General Checking</b>				
ACH	bushqali - SCIDpda Bush Hotel QALICB LLC	4/4/2017	32,125.00	Rent - 03/2017
ACH	bushqali - SCIDpda Bush Hotel QALICB LLC	4/1/2017	32,125.00	Rent - 04/2017
<b>Total bhmastop - General Checking</b>			<b>64,250.00</b>	
<b>bhqalop - General Checking</b>				
163	finnei - Finney Neill & Co. P.S.	4/13/2017	2,480.00	Audit Fees
ACH	renfin - Renaissance Finance VII Invest. Fund LLC	4/8/2017	10,976.85	Interest Payment - monthly
ACH	renfin - Renaissance Finance VII Invest. Fund LLC	4/15/2017	12,928.06	Loan Payment - monthly
<b>Total bhqalop - General Checking</b>			<b>26,384.91</b>	
<b>bhresop - General Checking</b>				
1007	kuyanm - Ku	4/6/2017	88.25	Pest Control
1008	seacitli - Seattle City Light	4/6/2017	304.92	Electricity
1009	seacitli - Seattle City Light	4/6/2017	173.87	Electricity
1010	seacitli - Seattle City Light	4/6/2017	702.79	Electricity
1011	seacitli - Seattle City Light	4/6/2017	50.63	Electricity
1012	sprague - Sprague	4/6/2017	255.37	Pest Control
1013	wetass - Wetherholt and Associates, Inc.	4/6/2017	1,068.12	Capitalized Rehab Expenditures - roof
1014	buihar - Builders' Hardware & Supply Co	4/13/2017	63.46	R&M Supplies
1015	conchr - Connolly	4/13/2017	295.75	Certification Specialist
1016	finnei - Finney Neill & Co. P.S.	4/13/2017	3,224.10	Audit Fees
1017	pdamaint - SCIDpda Maintenance Dept	4/13/2017	6,730.50	WOs
1018	scidpda - SCIDpda	4/13/2017	12,600.43	ID Billing
1019	seacitli - Seattle City Light	4/13/2017	9.57	Electricity
1020	seacitli - Seattle City Light	4/13/2017	16.30	Electricity
1021	seacitli - Seattle City Light	4/13/2017	11.26	Electricity
1022	verwir - Verizon Wireless	4/13/2017	75.41	Telecom

# SCID Check Summary

5/8/2017 10:09 AM

Property=bhcomm,bhcondo,bhfund,bhmanagr,bhmaster,bhqalib,bhres,childpar,cidblock,cidpda,design,design01,design02,design03,design04,design05,design06,design07,design08,design09,design10,design11,design12,design13,design14,design15,design16,design17,design18,dva,ethbc,hinghay,idvs1com,idvs2com,idvs2con,idvs2lp,legaads,legacy,lhfoods,lhhouse,lhmaint,lhmarket,lhopera,lhwelln,littsaig,ncentcom,ncentres,nchotel,ncmanagr,ncmaster,nutri,pdacmnty,pdadev,pdamaint,pdaprop,scid AND mm/yy=04/2017-04/2017 AND All Checks=Yes

1023	busimp - Business Impact NW	4/13/2017	1,604.68	Loan Payment - monthly
1024	bushcond - SCIDPDA Bush Hotel Condo Association	4/20/2017	10,781.37	Condo Billing
1025	citseacu - City of Seattle-Combined Utilities	4/20/2017	61.60	Water/Sewer
1026	eltsys - ELTEC Systems, LLC	4/20/2017	1,106.45	Elevator - Contract
1027	hdsupp - HD Supply Facilities Maintenance, LTD	4/20/2017	1,634.67	R&M Supplies
1028	kincou - King County Finance	4/20/2017	443.62	Property Taxes
1029	lowes - Lowe's	4/20/2017	773.34	R&M Supplies
1030	scidpda - SCIDpda	4/20/2017	193,436.00	2016 YE Surplus Cash Distribution
1031	conchr - Connolly	4/27/2017	81.25	Certification Specialist
1032	hdsupp - HD Supply Facilities Maintenance, LTD	4/27/2017	366.79	R&M Supplies
1033	pmjans - Phnouk	4/27/2017	370.00	R&M UTO
1034	sprague - Sprague	4/27/2017	255.73	Pest Control
1035	wetass - Wetherholt and Associates, Inc.	4/27/2017	1,241.24	Capitalized Rehab Expenditures - roof
ACH	thecomm - The Commerce Bank of WA	4/30/2017	4,064.00	Loan Payment - monthly
<b>Total bhresop - General Checking</b>			<b>241,891.47</b>	
<b>cidpdaop - General Checking</b>				
931	artcul - Office of Arts & Culture	4/6/2017	150.00	Refund recurring donation posted in error
932	copinw - Copiers Northwest, Inc	4/6/2017	53.84	Direct Fundraising Expense
933	blackb - Blackbaud, Inc	4/13/2017	771.95	Computer Licenses
934	scidpda - SCIDpda	4/13/2017	6.34	ID Billing
935	intcho - Intrigue Chocolate Co.	4/27/2017	100.00	Direct Fundraising Expense
936	leghou - Legacy House	4/27/2017	2,453.86	Q1 Donation Distribution
937	npilc - Interim NP LLC	4/27/2017	1,000.00	NP Commercial rent payment via credit card
938	nutser - SCIDpda Congregate Meal Program	4/27/2017	4,606.07	Q1 Donation Distribution
939	scidpda - SCIDpda	4/27/2017	9,475.00	Q1 Donation Distribution
<b>Total cidpdaop - General Checking</b>			<b>18,617.06</b>	
<b>condo2op - General Checking</b>				
1198	mtfuji - Mt Fuji Garden & Landscaping Inc.	4/13/2017	187.17	Landscaping
1199	pdamaint - SCIDpda Maintenance Dept	4/13/2017	890.78	WOs
1200	pugsou - Puget Sound Energy	4/13/2017	3,035.02	Natural Gas
1201	seacitli - Seattle City Light	4/13/2017	180.99	Electricity
1202	seacitli - Seattle City Light	4/13/2017	2,503.56	Electricity
1203	citseacu - City of Seattle-Combined Utilities	4/20/2017	10,504.84	Water/Sewer & Garbage
1204	cenlin - CenturyLink	4/27/2017	358.45	Telecom
<b>Total condo2op - General Checking</b>			<b>17,660.81</b>	
<b>dvaop - General Checking</b>				
2790	idvs2lib - IDVS2 Library/Parking	4/6/2017	17,571.25	Bond Payment - monthly
2791	kuyanm - Ku	4/6/2017	108.33	Pest Control
2792	conchr - Connolly	4/13/2017	182.00	Certification Specialist
2793	pdamaint - SCIDpda Maintenance Dept	4/13/2017	1,877.79	WOs
2794	scidpda - SCIDpda	4/13/2017	14,915.26	ID Billing
2795	sprague - Sprague	4/13/2017	305.72	Pest Control
2796	verwir - Verizon Wireless	4/13/2017	69.71	Telecom
2797	eltsys - ELTEC Systems, LLC	4/20/2017	582.51	Elevator - Contract
2798	hdsupp - HD Supply Facilities Maintenance, LTD	4/20/2017	45.46	R&M Supplies
2799	idvs2con - IDVS2 Condo Association	4/20/2017	21,166.11	Condo Billing
2800	kincou - King County Finance	4/20/2017	342.66	Property Taxes
2801	paclam - Pacific Lamp & Supply Company	4/20/2017	93.57	R&M Supplies
2802	conchr - Connolly	4/27/2017	50.00	Certification Specialist
2803	hdsupp - HD Supply Facilities Maintenance, LTD	4/27/2017	174.16	R&M Supplies
2804	seacom - Sears Commercial One	4/27/2017	472.27	R&M Supplies
2805	sprague - Sprague	4/27/2017	307.11	Pest Control
<b>Total dvaop - General Checking</b>			<b>58,263.91</b>	

## SCID Check Summary

5/8/2017 10:09 AM

Property=bhcomm,bhcondo,bhfund,bhmanagr,bhmaster,bhqalib,bhres,childpar,cidblock,cidpda,design,design01,design02,design03,design04,design05,design06,design07,design08,design09,design10,design11,design12,design13,design14,design15,design16,design17,design18,dva,ethbc,hinghay,ldvs1com,ldvs2com,ldvs2con,ldvs2lp,legaads,legacy,lhfoods,lhhouse,lhmaint,lhmarket,lhopera,lhwelln,litlsalg,ncentcom,ncentres,nchotel,nmanagr,ncmaster,nutri,pdacmnty,pdadev,pdamaint,pdaprop,scid AND mm/yy=04/2017-04/2017 AND All Checks=Yes

### ldvs1op - General Checking

2731	cenlin - CenturyLink	4/6/2017	77.94	Telecom
2732	eltsys - ELTEC Systems, LLC	4/6/2017	65.76	ICHS Elevator Motor Replacement
2733	wetass - Wetherholt and Associates, Inc.	4/6/2017	1,747.26	Professional Fees
2734	cenlin - CenturyLink	4/13/2017	53.92	Telecom
2735	mtfuji - Mt Fuji Garden & Landscaping Inc.	4/13/2017	644.09	Landscaping
2736	pdamaint - SCIDpda Maintenance Dept	4/13/2017	932.00	WOs
2737	pugsou - Puget Sound Energy	4/13/2017	1,688.80	Natural Gas
2738	repser - Republic Services	4/13/2017	1,446.56	Garbage
2739	scidpda - SCIDpda	4/13/2017	7,926.33	ID Billing
2740	seacitli - Seattle City Light	4/13/2017	14,971.18	Electricity
2741	tcms - TCMS of Seattle	4/13/2017	10,259.94	HVAC - Contract
2742	verwir - Verizon Wireless	4/13/2017	12.75	Telecom
2743	wasman - Waste Management of Seattle	4/13/2017	1,751.14	Garbage
2744	citseacu - City of Seattle-Combined Utilities	4/20/2017	8,551.61	Water/Sewer & Garbage
2745	citseacu - City of Seattle-Combined Utilities	4/20/2017	61.60	Water/Sewer
2746	eltsys - ELTEC Systems, LLC	4/20/2017	394.52	Elevator - Contract
2747	kinco - King County Finance	4/20/2017	2,359.16	Property Taxes

**Total ldvs1op - General Checking 52,944.56**

### ldvs2cns - General Checking

624	usbank - US Bank/TFM/97298300/Patty Schrandt	4/6/2017	14,732.29	
625	scidpda - SCIDpda	4/13/2017	7,216.88	ID Billing
626	eltsys - ELTEC Systems, LLC	4/20/2017	266.98	Elevator - Contract
627	ldvs2con - IDVS2 Condo Association	4/20/2017	1,580.36	Condo Billing
628	kinco - King County Finance	4/20/2017	682.16	Property Taxes

**Total ldvs2cns - General Checking 24,478.67**

### ldvs2op3 - General Checking

579	cenlin - CenturyLink	4/6/2017	53.77	Telecom
580	pdamaint - SCIDpda Maintenance Dept	4/13/2017	558.00	WOs
581	repser - Republic Services	4/13/2017	872.00	Garbage
582	scidpda - SCIDpda	4/13/2017	1,025.62	ID Billing
583	verwir - Verizon Wireless	4/13/2017	13.66	Telecom
584	wasman - Waste Management of Seattle	4/13/2017	2,094.47	Garbage
585	ldvs2con - IDVS2 Condo Association	4/20/2017	3,181.83	Condo Billing
586	kinco - King County Finance	4/20/2017	341.08	Property Taxes
587	searub - Seattle Rubbish Removal	4/20/2017	379.08	Garbage
588	jpmcha - JPMorgan Chase Bank	4/27/2017	5,661.70	Bond Payment - monthly

**Total ldvs2op3 - General Checking 14,181.21**

### ldvsreve - Revenue Account-Trust

ACH	ldvs1co - IDVS 1 Commercial	4/13/2017	65,000.00	Transfer for Operating Expenses
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**Total ldvsreve - Revenue Account-Trust 65,000.00**

### legacyop - General Checking

9251	chepro - ChemPros	4/6/2017	377.20	Program - Supplies
9252	citpro - City Produce Company	4/6/2017	445.93	Program - Food Supplies
9253	citseac - City of Seattle	4/6/2017	685.00	Elevator Inspection
9254	hartfo - The Hartford	4/6/2017	529.65	Payroll Benefits - Life Insurance
9255	ldvs1co - IDVS 1 Commercial	4/6/2017	33,232.67	Rent
9256	kinco - King County Finance	4/6/2017	1,390.00	Program - Transportation
9257	leaage - LeadingAge Washington	4/6/2017	289.99	Dues - monthly
9258	leulll - Leung-Lam	4/6/2017	97.00	Training
9259	merpar - Merchants Parking Assoc.	4/6/2017	540.00	Program - Transportation
9260	proage - Promed Agency	4/6/2017	315.00	Program - Temporary Staffing
9261	rthood - R&T Hood and Duct Services, Inc	4/6/2017	658.72	R&M Other
9262	seadptra - Seattle Dept of Transportation	4/6/2017	140.00	Street Use Permit - annual

# SCID Check Summary

5/8/2017 10:09 AM

Property=bhcomm,bhcondo,bhfund,bhmanagr,bhmaster,bhqalib,bhres,childpar,cidblock,cidpda,design,design01,design02,design03,design04,design05,design06,design07,design08,design09,design10,design11,design12,design13,design14,design15,design16,design17,design18,dva,ethbc,hinghay,idvs1com,idvs2com,idvs2con,idvs2lp,legaads,legacy,lhfoods,lhhouse,lhmaint,lhmarket,lhopera,lhwelln,littsaig,ncentcom,ncentres,nchotel,nzmanagr,ncmaster,nutri,pdacmnty,pdadev,pdamaint,pdaprop,scid AND mm/yy=04/2017-04/2017 AND All Checks=Yes

9263	waheal - Washington Dept of Health	4/6/2017	212.00	Training
9263	waheal - Washington Dept of Health	4/11/2017	-212.00	Training
9264	wasden - Delta Dental of Washington	4/6/2017	1,292.45	Payroll Benefits - Dental
9265	wavbro - Wave Broadband	4/6/2017	60.95	Telecom
9266	waheal - Washington Dept of Health	4/11/2017	85.00	Training
9267	waheal - Washington Dept of Health	4/11/2017	127.00	Training
9268	bobjoh - Bob Johnson's Pharmacy	4/13/2017	154.88	Program - Supplies
9269	citpro - City Produce Company	4/13/2017	340.52	Program - Food Supplies
9270	enrter - Enriquez	4/13/2017	70.00	Training
9271	fooser - Food Services of America	4/13/2017	2,041.36	Program - Food Supplies
9272	grohea - Group Health Options Inc. Premium	4/13/2017	14,888.08	Payroll Benefits - Medical
9273	infreh - Infinity Rehab	4/13/2017	1,112.30	Program - Temporary Staffing
9274	leaage - LeadingAge Washington	4/13/2017	208.00	Training - nursing summit
9275	pdamaint - SCIDpda Maintenance Dept	4/13/2017	2,523.40	WOs
9276	petqua - Petschl's Quality Meats Inc	4/13/2017	340.80	Program - Food Supplies
9277	rellea - Relias Learning LLC	4/13/2017	707.83	Training
9278	sprfar - Springbrook Farms	4/13/2017	179.77	Program - Food Supplies
9279	steric - Stericycle, Inc.	4/13/2017	23.02	Program - Supplies
9280	syssea - SYSCO Seattle Inc	4/13/2017	875.35	Program - Supplies
9281	verwir - Verizon Wireless	4/13/2017	180.51	Telecom
9282	wasman - Waste Management of Seattle	4/13/2017	179.23	Garbage
9283	wassta - Washington State Treasurer	4/13/2017	88.30	Licenses/Permits - bed Increase
9284	chukit - Chu	4/20/2017	61.17	Program - Supplies
9285	delage - De Lage Landen Financial Services	4/20/2017	653.98	Copier Lease
9286	elelig - Electric Lightwave	4/20/2017	670.50	Telecom
9287	eltsys - ELTEC Systems, LLC	4/20/2017	791.75	Elevator - Contract
9288	kinori - King's Oriental Foods, Inc	4/20/2017	729.00	Program - Food Supplies
9289	merpar - Merchants Parking Assoc.	4/20/2017	528.00	Program - Transportation
9290	pmjans - Phnook	4/20/2017	420.00	R&M UTO
9291	powcle - PowerClean	4/20/2017	712.40	R&M Other
9292	roycup - Royal Cup Coffee	4/20/2017	212.80	Program - Food Supplies
9293	sprfar - Springbrook Farms	4/20/2017	350.40	Program - Food Supplies
9294	wasman - Waste Management of Seattle	4/20/2017	887.17	Garbage
9295	citpro - City Produce Company	4/27/2017	1,423.43	Program - Food Supplies
9296	delage - De Lage Landen Financial Services	4/27/2017	114.55	Copier Lease - property tax
9297	eltsys - ELTEC Systems, LLC	4/27/2017	517.47	Elevator - Service Calls
9298	fooser - Food Services of America	4/27/2017	5,718.63	Program - Food Supplies
9299	hdsupp - HD Supply Facilities Maintenance, LTD	4/27/2017	40.10	R&M Supplies
9300	heraym - Raymond He	4/27/2017	918.39	Training
9301	kelnor - Kelro Northwest	4/27/2017	250.00	Program - Transportation
9302	kinori - King's Oriental Foods, Inc	4/27/2017	292.00	Program - Food Supplies
9303	liakem - Liao	4/27/2017	150.00	Program - Health/Medical Test
9304	lifcar - Full Life Care	4/27/2017	200.00	Training
9305	mizemi - Mizuki	4/27/2017	357.84	Licenses/Permits
9306	offdeplh - Office Depot	4/27/2017	220.33	Office Supplies
9307	petqua - Petschl's Quality Meats Inc	4/27/2017	990.16	Program - Food Supplies
9308	pmjans - Phnook	4/27/2017	420.00	R&M UTO
9309	sprfar - Springbrook Farms	4/27/2017	350.40	Program - Food Supplies
9310	syssea - SYSCO Seattle Inc	4/27/2017	636.51	Program - Supplies
9311	wavbro - Wave Broadband	4/27/2017	163.61	Telecom
ACH	scidpda - SCIDpda	4/5/2017	100,000.00	Transfer for Payroll Expenses
ACH	scidpda - SCIDpda	4/20/2017	100,000.00	Transfer for Payroll Expenses
<b>Total legacyop - General Checking</b>			<b>282,960.50</b>	
<b>nccomop2 - General Checking</b>				
228	seacitli - Seattle City Light	4/6/2017	698.57	Electricity
229	pdamaint - SCIDpda Maintenance Dept	4/13/2017	2,794.75	WOs
230	scidpda - SCIDpda	4/13/2017	409.83	ID Billing

# SCID Check Summary

5/8/2017 10:09 AM

Property=bhcomm,bhcondo,bhfund,bhmanagr,bhmaster,bhqalib,bhres,childpar,cidblock,cidpda,design,design01,design02,design03,design04,design05,design06,design07,design08,design09,design10,design11,design12,design13,design14,design15,design16,design17,design18,dva,ethbc,hinghay,idvs1com,idvs2com,idvs2con,idvs2lp,legaads,legacy,lhfoods,lhhouse,lhmaint,lhmarket,lhopera,lhwelln,littsaig,ncentcom,ncentres,nchotel,ncmanagr,ncmaster,nutri,pdacmmty,pdadev,pdamaint,pdaprop,scid AND mm/yy=04/2017-04/2017 AND All Checks=Yes

231	verwir - Verizon Wireless	4/13/2017	6.37	Telecom
232	wasman - Waste Management of Seattle	4/13/2017	25.20	Garbage
233	citseacu - City of Seattle-Combined Utilities	4/20/2017	2,102.14	Water/Sewer & Transportation
234	kinco - King County Finance	4/20/2017	599.56	Property Taxes
235	eltsys - ELTEC Systems, LLC	4/27/2017	238.30	Elevator - Contract
236	pmjans - Phnook	4/27/2017	100.00	R&M UTO
ACH	newcenmt - New Central Hotel Master Tenant LLC	4/1/2017	800.53	Insurance - monthly
ACH	newcenmt - New Central Hotel Master Tenant LLC	4/1/2017	18,791.67	Rent
<b>Total ncomop2 - General Checking</b>			<b>26,566.92</b>	

## nchotop - General Checking

120	easwes - East-West Investment Co.	4/13/2017	4,277.08	Ground Lease
121	ipfscorp - IPFS Corporation	4/13/2017	1,334.21	Earthquake Insurance Installment Payment
ACH	welfar - Wells Fargo	4/10/2017	19,549.92	Loan Payment - monthly
<b>Total nchotop - General Checking</b>			<b>25,161.21</b>	

## ncmaster - General Checking

ACH	newcenth - New Central Hotel LLC	4/1/2017	1,334.21	Insurance - monthly
ACH	newcenth - New Central Hotel LLC	4/1/2017	33,167.00	Rent
<b>Total ncmaster - General Checking</b>			<b>34,501.21</b>	

## ncresop - General Checking

257	kuyanm - Ku	4/6/2017	81.25	Pest Control
258	seacitli - Seattle City Light	4/6/2017	3,538.52	Electricity
259	conchr - Connolly	4/13/2017	91.00	Certification Specialist
260	eastllc - Interim Eastern LLC	4/13/2017	165.19	Elevator - Service Call paid Eastern in error
261	finnei - Finney Neill & Co. P.S.	4/13/2017	2,959.00	Audit Fees
262	pugsou - Puget Sound Energy	4/13/2017	326.36	Natural Gas
263	scidpda - SCIDpda	4/13/2017	5,127.92	ID Billing
264	verwir - Verizon Wireless	4/13/2017	35.14	Telecom
265	citseacu - City of Seattle-Combined Utilities	4/20/2017	74.10	Water/Sewer
266	citseacu - City of Seattle-Combined Utilities	4/20/2017	2,207.17	Water/Sewer & Garbage
267	eltsys - ELTEC Systems, LLC	4/20/2017	122.19	Elevator - Contract
268	hdsupp - HD Supply Facilities Maintenance, LTD	4/20/2017	45.47	R&M Supplies
269	kinco - King County Finance	4/20/2017	299.78	Property Taxes
270	scidpda - SCIDpda	4/20/2017	75,827.00	2016 YE Surplus Cash Distribution
271	conchr - Connolly	4/27/2017	287.50	Certification Specialist
272	hdsupp - HD Supply Facilities Maintenance, LTD	4/27/2017	63.92	R&M Supplies
273	seacom - Sears Commercial One	4/27/2017	472.27	R&M Supplies
274	sprague - Sprague	4/27/2017	243.93	Pest Control
ACH	newcenmt - New Central Hotel Master Tenant LLC	4/1/2017	15,375.00	Rent
ACH	newcenmt - New Central Hotel Master Tenant LLC	4/24/2017	533.68	Insurance - monthly
<b>Total ncresop - General Checking</b>			<b>107,876.39</b>	

## nutriop2 - General Checking

757	bushcomm - SCIDpda Bush Hotel Commercial	4/6/2017	4,555.00	Rent
758	wasden - Delta Dental of Washington	4/6/2017	78.70	Payroll Benefits - Dental
759	grohea - Group Health Options Inc. Premium	4/13/2017	297.00	Payroll Benefits - Medical
760	kinori - King's Oriental Foods, Inc	4/20/2017	35.00	Program - Food Supplies
761	cldbja - Chinatown ID BIA	4/27/2017	600.00	Room Rental deposit refund
762	filcom - Filipino Community of Seattle	4/27/2017	4,625.00	Service Agreement - Other
<b>Total nutriop2 - General Checking</b>			<b>10,190.70</b>	

## pdabhcon - Construction

ACH	thecomm - The Commerce Bank of WA	4/30/2017	644.80	Interest Payment - monthly
ACH	thecomm - The Commerce Bank of WA	4/30/2017	5,000.00	Loan Payment - monthly
<b>Total pdabhcon - Construction</b>			<b>5,644.80</b>	



## SCID Check Summary

5/8/2017 10:09 AM

Property=bhcomm,bhcondo,bhfund,bhmanagr,bhmaster,bhqalib,bhres,childpar,cidblock,cidpda,design,design01,design02,design03,design04,design05,design06,design07,design08,design09,design10,design11,design12,design13,design14,design15,design16,design17,design18,dva,ethbc,hinghay,idvs1com,idvs2com,idvs2con,idvs2lp,legaads,legacy,lhfoods,lhhouse,lhmaint,lhmarket,lhopera,lhwelln,littsaig,ncentcom,ncentres,nchotel,nmanagr,ncmaster,nutri,pdacmnty,pdadev,pdamaint,pdaprop,scid AND mm/yy=04/2017-04/2017 AND All Checks=Yes

### pdaop - General Checking

6843	tecave - Techie Avenger Inc	1/2/2017	2,788.48	Computer Maintenance - re-issued lost check
6844	fuejod - Fuentes	4/6/2017	47.57	Staff Appreciation
6845	hartfo - The Hartford	4/6/2017	591.54	Payroll Benefits - Life
6846	idvs1co - IDVS 1 Commercial	4/6/2017	375.00	Employee Parking
6847	idvs2lib - IDVS2 Library/Parking	4/6/2017	375.00	Employee Parking
6848	interc - Inter Connection	4/6/2017	20.00	Computer Hardware
6849	meetin - MeetingOne	4/6/2017	12.41	Council Expenses - conference call
6850	navben - Navia Benefit Solutions	4/6/2017	50.00	Payroll Benefits
6851	ricusa - Ricoh USA, Inc	4/6/2017	368.97	Copier Lease
6852	thecomm - The Commerce Bank of WA	4/6/2017	20,000.00	LOC Payment
6853	visser - Vision Service Plan	4/6/2017	145.07	Employee Vision
6854	wasden - Delta Dental of Washington	4/6/2017	1,383.30	Payroll Benefits - Dental
6855	wavbro - Wave Broadband	4/6/2017	81.45	Telecom
6856	chaeli - Chan	4/13/2017	9.99	Office Supplies
6857	finnei - Finney Neill & Co. P.S.	4/13/2017	2,675.00	Audit Fees
6858	grohea - Group Health Options Inc. Premium	4/13/2017	14,291.84	Payroll Benefits - Medical
6859	rissha - Rising out of the Shadows/Roots	4/13/2017	250.00	Training
6860	verwir - Verizon Wireless	4/13/2017	629.82	Telecom
6860	verwir - Verizon Wireless	4/14/2017	-629.82	Telecom
6861	verwir - Verizon Wireless	4/13/2017	614.21	Telecom
6862	bushcomm - SCIDpda Bush Hotel Commercial	4/20/2017	11,154.00	Rent
6863	elelig - Electric Lightwave	4/20/2017	885.37	Telecom
6864	intpark - Interim Parking Services	4/20/2017	938.00	Employee Parking
6865	milhay - Miller Hayashi Architects LLC	4/20/2017	6,445.00	Capitalized Rehab Expenditures - office move
6866	offdep - Office Depot	4/20/2017	188.21	Office Supplies
6867	tecave - Techie Avenger Inc	4/20/2017	2,468.79	Computer Maintenance
6868	woocom - Woodburn Company	4/20/2017	513.26	Office Supplies
6869	sterod - Stegemann	4/25/2017	519.99	HHC Security Deposit Refund
6870	cenlin - CenturyLink	4/27/2017	238.40	Telecom
6871	omumik - Omura	4/27/2017	41.12	Council Expenses
6872	pitbow - Pitney Bowes Inc.	4/27/2017	152.02	Postage
6873	secima - Security Imaging Corporation	4/27/2017	26.42	Office Supplies
6874	thecopy - The Copy Company/TCC Printing & Imaging	4/27/2017	114.41	Office Supplies
ACH	citsearc - City of Seattle	4/23/2017	467.90	B&O Tax
ACH	stwab&o - Department of Revenue	4/23/2017	253.95	B&O Tax
ACH	pdamaint - SCIDpda Maintenance Dept	4/30/2017	831.00	WOs
Payroll	qquest - Qquest Payroll Services	4/27/2017	115,002.93	Payroll
Payroll	qquest - Qquest Payroll Services	4/13/2017	108,395.07	Payroll
<b>Total pdaop - General Checking</b>			<b>292,715.67</b>	

**1,478,848.67**

*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.*

**May 2017 Items**

**Services**

**Intracorp - \$54,100**

The SCIDpda (through Mike Omura and Jamie Lee) have entered into a Memorandum of Understanding with Intracorp, a multifamily developer, who is acquiring the Acme Poultry site in Little Saigon. The contracted serves are for community engagement and design advisory services.

**City of Seattle Department of Neighborhoods - \$75,000**

SCIDpda and DON entered into a MOU for \$75,000 for 2017 to fund the Public Safety Coordinator position and incidental expenses (rental space, equipment, management fee, etc). This is the first year of an anticipated 2 year contract.

- us NNN.

## SCIDpda Staff Reports (May2017)

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### Senior Services

Emiko Mizuki

#### Assisted Living

- We had four unit turnovers in April resulting in 35 vacancy days. We are now 7 days over our year to date budgeted vacancy loss, but our revenue is strong because we have couples sharing rooms (assisted living revenue is charged by the person, not the room). As of May 1st, we four couples residing in Legacy House.
- Dr. John Hoy, Downtown Foot and Ankle Center is providing monthly podiatry services to our residents and ADS clients, replacing retired Dr. Joseph Ng.
- The Child and Adult Care Food Program (CACFP) audit is scheduled for June 5, 2017.

#### Adult Day Services

- The ADS annual audit is scheduled for August 28<sup>th</sup> and 29<sup>th</sup>, 2017.
- Nikkei NW has expanded their transportation fleet and will service our southend ADS clients effective May 15<sup>th</sup>, 2017. They will replace Transia as the main transportation carrier for this route.
- ADS case managers are assisting clients with the Senior Farmers Market Nutrition Program applications to encourage them to attend the ADS program. The application deadline is May 12<sup>th</sup>, 2017.
- ADS clients are scheduled for a field trip to the Chihuly Glass Museum on May 18<sup>th</sup> at the Seattle Center location.

#### Additional Information

- The Request for Proposal for the Congregate Meal Program (CMP) is due May 24<sup>th</sup>, 2017 and we will meet the deadline for submittal.

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### Real Estate Development

Mike Omura

#### Current Projects/Opportunities

**Renovation of the Louisa Hotel** — No new news.

**PACE at Pacific Medical North Lot** — Met with AiPACE on May 2<sup>nd</sup> to go over the response from PHPDA in preparation for a meeting with them.

**Inland Development (10<sup>th</sup> & Jackson)** — Demolition is underway and construction is slated to be complete by 2<sup>nd</sup> Quarter of 2018.

**Intracorp Development (Acme Poultry Site)** — We have an MOU with Intracorp to provide community engagement and design advisory services.

**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 2<sup>nd</sup> Floor of Bush** — We have met with Craft 3 and due to the schedule they will likely occupy the current PDA Admin space and then work on the other spaces. They are planning to move at the end of July

### Future Projects/Opportunities

**Panama Hotel** — The two finalists – Historic Seattle and a Portland firm - were not selected; Jan Johnson has now selected another option with a developer from California. No other details at this time.

**Bing Kung** — We trying to schedule a meeting with them to find out more about their goals and timeframe.

**Edge Development (10<sup>th</sup> & Weller)** — Edge is working with the temple's representative to have an opportunity for a meeting with the religious leader.

### Developments in and on the Periphery CID

**Asian Plaza** — The East Design Review Board has scheduled a Recommendation Meeting for this project is scheduled for May 24<sup>th</sup>.

**"S" Project** — A 990,000 SF office development on 6<sup>th</sup> 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 8<sup>th</sup> Ave. S** — An ISRD Briefing is scheduled on May 23<sup>rd</sup>

**DA-LI Development** — The developers are trying to schedule the second briefing shortly.

**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.

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### **IDEA Space**

Jamie Lee

Thanks to those of you that were able to make it to Spring Clean on 5/6. If you see or know Rachtha, be sure to congratulate him on a job well done. He worked very hard on the event and we had over 300 volunteers out!

**Hing Hay Coworks/Business Resources**—We will be hosting a hands-on Yelp course in HHC the third week in May. This will be translated into Cantonese and people attending will have hands on opportunities to improve their Yelp page and learn about why it's important. We are also considering hosting a small business mixer to have businesses owners meet each other – especially given all the new businesses in the neighborhood. Lastly, we are working with the Public Outreach and Engagement Liaisons from the City to do outreach to our businesses.

**Public Safety**—Sonny, our new Public Safety Coordinator, has now been in their job for a little over a month. They are getting situated and getting to know many of the various issues in the neighborhood. I continue to work with Valerie from InterIm on the public safety survey – we are very close to getting initial results from the professor we are partnering with at Seattle University. We will be then taking those results and presenting them back to the community.

**Preservation and Sustainability**—MaryKate is applying for some 4Culture funding to help with the Bush Hotel roof repairs. She is also working with our intern, Alexis, to begin community conversations around our Cultural EcoDistrict work – more specifically what we define as the culture that we want to sustain in the neighborhood. These sessions will be held throughout the summer.

**Public Space**—Canton Alley is almost done! Pavers arrived this week – and then were the wrong size. Seattle Department of Transportation expects the correct pavers next week, and the alley paving should be complete shortly thereafter. We still need to work on lighting and signage, but the bulk of the construction on the alley is finished. Come to the alley party in June – we will have a PARTY! We are in the design phase for Maynard Alley and are working with an artist from New York City on this – we will be collecting feedback throughout the summer. The Little Saigon crosswalks received the certificate of approval from ISRD. SDOT is currently scheduling the installation. We are also waiting on cost estimates for the pocket park on 12<sup>th</sup> and Jackson and hope to start installation soon – the goal is to have both of these projects complete and installed by the end of the summer.

Lastly, I was in DC all of the week of 5/8. I am in DC right now as I type this report. I am a fellow for Community in the Capitol, which is put on by our national partner National CAPACD. Honestly, I was less than excited about a week in DC away from the office – especially given how busy we have been and leaving the day after Spring Clean. However, it has been an amazing experience – not only learning from our partners about the struggles that they are having in their own communities across the country, but learning more about how we can advocate for our communities on the national level. I was able to meet with aides from Representative Smith and Jayapal's offices and talk with them about the displacement we are seeing, the importance of programs like HUD and Low Income Housing Tax Credits for our communities. In addition to being proud of talking about the CID on such a national level, I was also proud of myself for not getting lost in the confusing House and Senate buildings. ☺ Happy to talk about it more sometime if you would like.

Lastly – it's summertime! That means we have events. I have attached the list of IDEA Space events this summer – hope you can make it!

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## **Development & Communication**

Joseph Guanlao

**GiveBIG** —Thank you to everyone who generously contributed to SCIDpda during GiveBIG, Seattle Foundation's annual day-of-giving, which occurred on May 10. SCIDpda raised \$3,351 from a pool of 35 unique donors. While email, social media, and advertising (International Examiner) pulled in many of our donations, good ol' fashioned word-of-mouth via direct contact (phone call, text messaging, and in-person) proved to be a factor as well --- something to note leading up to SCIDpda's annual fundraising event on October 6.

**Newsletter** — SCIDpda's quarterly newsletter will be released on May 24, introducing our new board members, staff, the move of the SCIDpda offices, Maiko's perspective on MHA, important dates, Ponciano's retirement, a recap of Spring Clean, and much more!

**International Examiner Ad Space** — Property Management recently secured ad space for SCIDpda in the International Examiner, as part of a deal in the IE's leasing agreement with SCIDpda.

**Hing Hay Arts & Crafts Fair**—Hing Hay Coworks is hosting its second annual Arts & Crafts Fair in July, and soliciting artists and vendors from the API community to participate.

**Congregate Meal Program RFP** — I am assisting with Emi's submittal of the Request for Proposal for the Congregate Meal Program (CMP).

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## Executive Director's Report

Maiko Winkler-Chin

### It's API Heritage Month!

#### KUDOS to.....

- Joseph on Give Big for learning the ropes and testing out language. I personally received no "Give Big" emails – then realized that Outlook had redirected them to my "clutter: box".
- Rachtha and the IDEA Space crew for another good Spring Clean. Thanks to Boardmember Jerilyn Young Legacy House staff and Vern Wood for being on work crews.
- Janet Smith for new phone system.

**Navigation Center** – conversations continue. Friends of Little Saigon has formed a coalition to work on this issue, and the SCIDpda is one of the members. The work is breaking into subgroups to develop a mitigation plan. Friends of Little Saigon are mindful of the City's budget timing and the need to engage the community. We expect an agreed-upon timeline between the City and the coalition in the next week. The City, in this context, is being represented by Catherine Lester, Human Services Department, and Kathy Nyland, Department of Neighborhoods.

**Hing Hay Park Bathroom** – the Mayor's Office convened a meeting between Seattle Parks and Recreation and the SCIDpda, represented by myself, Jamie Lee, and Paul Mar regarding the issues tied to easements established in the early 1980s. These issues came up in the late 2000s as the pda was redeveloping the commercial portion of the Bush Hotel. Neither SPR nor pda knew of these easements until that time, and we jointly agreed that we would settle it in the future, when Hing Hay Park was redeveloped. We are that point. The main points of agreement, noted in the handwritten document (will be distributed at the meeting) include the following. No attorneys were in the room, and nothing can be agreed upon until City Council and SCIDpda Board agree.

- Previous agreements will be terminated and relinquished.
- City to issue SCIDpda a continuing use permit (in place of easement) allowing SCIDpda to own and operate the sunroom and stairs into the plaza level as they exist. SPR to waive permit fees. Initial permit term is 30 years, with 10 year extensions.
- The City will have a comfort station and concierge office for public use in the SW corner of the Bush. The City will also have storage space.
- These spaces will be conveyed by pda to the City as a condo.
- Construction management to be determined. Funding comes from existing budget funds (\$300K, which pda got for Parks in the 2015 budget through CM Harrell).
- Comfort station maintained by SPR.
- SPR will enter into a community engagement process on design and operation of the comfort station managed by Public Safety Coordinator, DON and SPD community liaisons.

**ID Forum** -Interim CDA reconvened the ID Forum, a monthly meeting where community members come together to discuss issues of interest. Much of the first meeting was spent discussing purpose of the group, logistical issues, and ended with what the name of the group and neighborhood should be. There was 20 min set aside for a discussion of Mandatory Housing Affordability – and that conversation was tabled for another time.

Attached are notes from Interim's follow up meeting regarding MHA for reference. I have asked Interim what they plan to do with people's input on the MHA legislation. They are planning on providing build comment on Tuesday's council meeting, and meeting with members of council, and are asking community groups to attend, but it was not clear to me whether they want us to attend with them.

The next ID Forum will review a list of City projects happening in and around the neighborhood that was presented last year.

**MHA Legislation** –Mandatory Housing Affordability legislation is moving through for our neighborhood. There will be a public hearing on 6/1 in the evening. We will be discussing this and CM Johnson’s companion legislation at the meeting.

**Office of Planning and Community Development (OPCD) Framework** – OPCD is starting a framework process (like neighborhood planning but focused on specific area) within the next few months. Focus areas include:

- Little Saigon Design Guidelines
- City projects located in and around the CID
- Charles Street Redevelopment
- Anti-displacement Strategies
- Public realm

There is planning advisory committee that I have been asked to sit on. Boardmember Aileen Balahadia was asked if she would be interested in facilitating the 18 month long process, but she declined. She, or any boardmember could participate in the focus area conversations if interested. Please let me know

**Other Items:**

- Center for New Urbanism and the Urban Land Institute were both in town. There were several tours in the neighborhood, and I was on a panel with Erin Christianson Ishizaki and Donald King talking about sustainable equitable planning.
- I am part of panel that should be on Friday (5/12) episode of Seattle Inside Out – Chinatown/ID Upzone. My fellow panelists include Joel Ing, Edge Developers; Teresita Batayola, ICHS; Councilmember Rob Johnson. If you want to see it, you can check it out online at <http://www.seattlechannel.org/CityInsideOut?videoid=x76019>
- There are a lot of real estate meetings coming up soon. I have put the meetings in order of staff-perceived importance:
  - Hotel Concepts LLC (across from Legacy House) presenting at ISRD  
DATE: 5/23/17  
TIME: 4:30 on...  
LOCATION: Legacy Hall, Bush Hotel Plaza level
  - 5/24 – Design Review for Asian Plaza (12<sup>th</sup> and Jackson)  
DATE: 5/24/17  
TIME: 6:30 pm  
LOCATION: Seattle University, 824 12th Ave, Admissions & Alumni Comm Bldg - Stuart T Rolfe Room
  - ACME Poultry – we are serving in a consultant contract with Intracorp for community engagement. This is the land we had tried to acquire for the landmark project  
DATE: 5/17/17 (right before our board meeting)  
TIME: 4:00-5:30  
LOCATION: Nisei Vets Hall -1212 South King Street  
\*\*Boardmember Lanzi will attend
  - 5/23 – Early Design Guidance (EDG) for LIHI project in Little Saigon (jackson near rainier)  
DATE: 5/23/17  
TIME: 8 pm  
LOCATION: Rainier Arts Center

# SCIDPDA MONTHLY MANAGEMENT REPORT

## May 2017

### Property Management

#### Commercial Vacancy as of 4/30/2017

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	0
<b>Portfolio Total</b>	<b>145,623</b>	<b>237</b>	<b>.163%</b>	<b>6936</b>

#### Leasing Activity and Property Notes:

As previously reported, all our commercial spaces are rented with one exception, the small office at IDVS2com. We do have an interested party and hope to have that lease signed this week.

We are reviewing our leases and are working to move tenants from monthly leases to multi-year commitments. We are also working to bring more desirable tenants to the neighborhood.

#### Residential Vacancy as of 4/30/2017

	April 2017	YTD	2017 Budget
<b>PDA-Owned Properties</b>			
Bush Residential	0.91%	1.55%	3.00%
Domingo Viernes Apartments	0%	0%	.50%
New Central Apartments	6.67%	3.42%	1.00%
<b>PDA-Managed Properties</b>			
Eastern Hotel	2.17%	1.16%	2.00%
Nihonmachi Terrace	6.32%	4.01%	3.00%
NP Hotel	0.70%	0.17%	3.00%
Jackson Apartments	0.78%	1.72%	1.00%

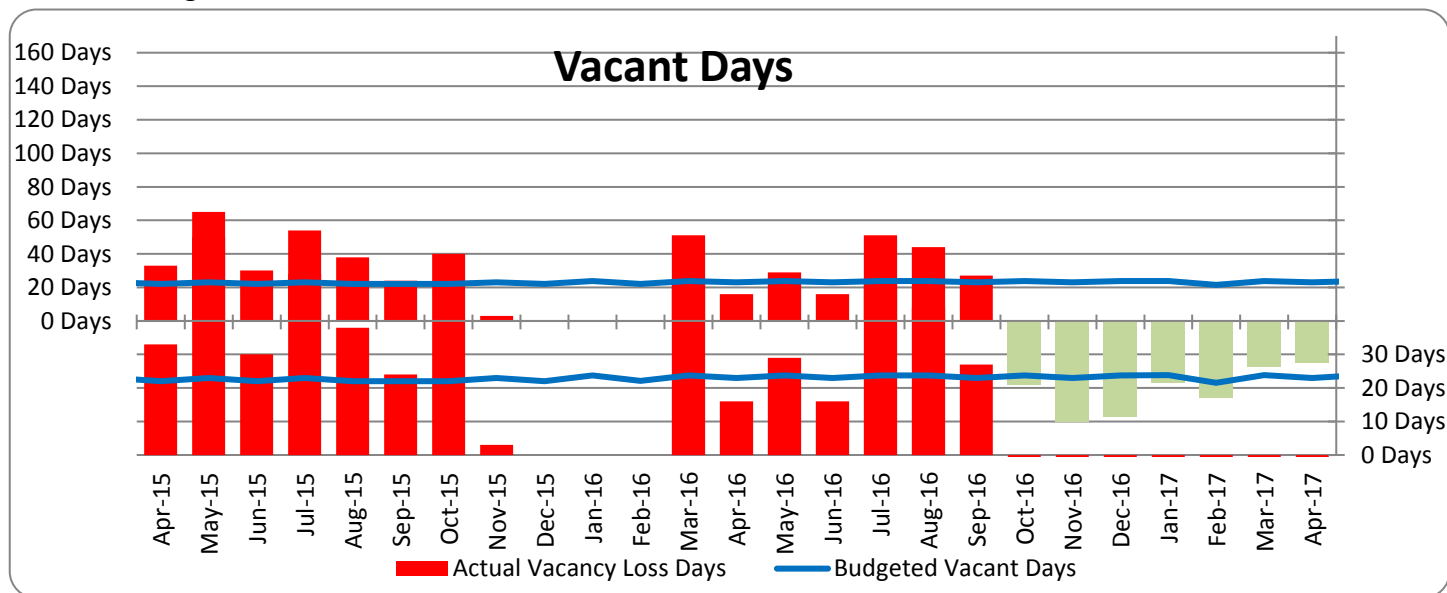


## Senior Services

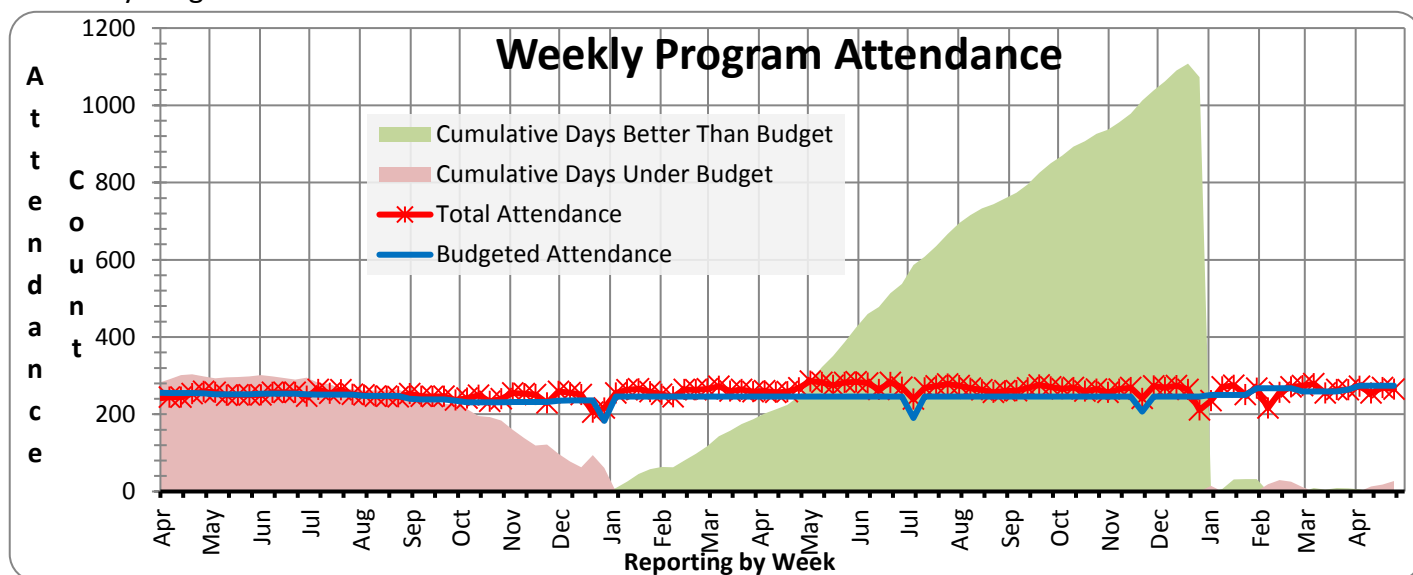
92 days were budgeted for Vacancy Loss through April 2017, with an actual vacancy loss of (-135) days making the net vacancy number less than budget through March by 227 days. The vacancy loss through April continues to be a net negative because of the 3 rooms occupied by couples compared to the budget which 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 consistent in April but the budget anticipated growth in April. As a result attendance through April is 26 days below budget.

## Assisted Living



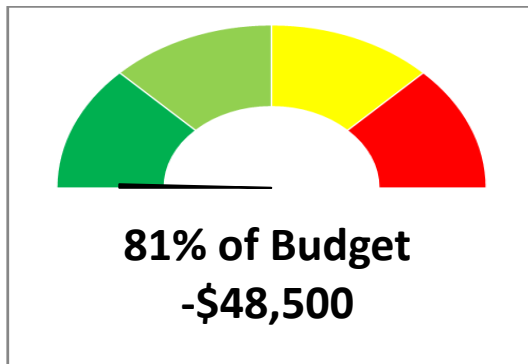
## Adult Day Program



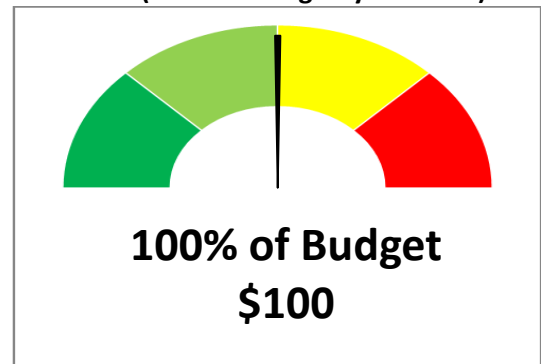
## **Payroll**

Payroll and Benefits Expense actual to budget through April 2017 total \$83.9K under budget, excluding Properties. The amounts are below budget due to delayed hiring of open positions and budgeted salary increases not yet allocated.

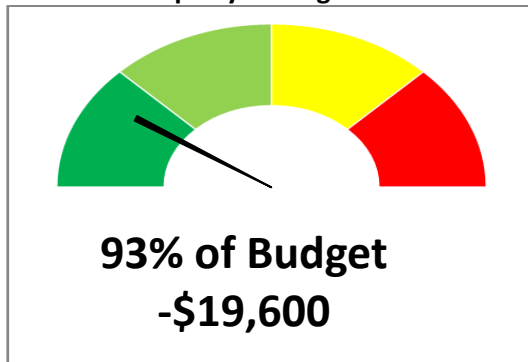
**Admin**



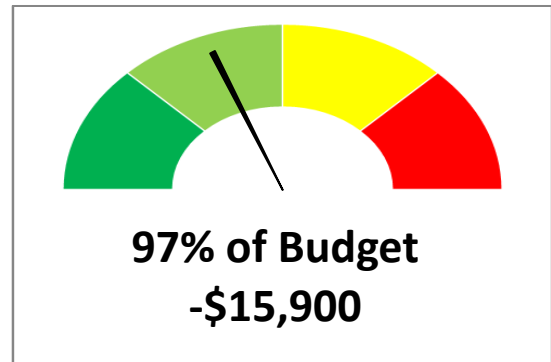
**IDEA (Includes Hing Hay Coworks)**



**Property Management**



**Senior Services**



## Hing Hay CoWorks Dashboard April 2017

	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	Apr Budget	Var	YTD Apr	YTD Apr Budget	Var	Next Month Expectation May 2017 Budget
Count of Members (End of Month)	13	19	21	18	20	24	(4)	20	24	(4)	25
# at Each Membership Level											
Day Pass - \$30	0	1	1	1	0	5	(5)	0	5	(5)	5
12 FlexHours - \$55	1	1	1	1	1	5	(4)	1	5	(4)	5
24 FlexHours - \$95	1	1	2	1	1	1	0	1	1	0	2
7 FlexDays - \$125	5	7	7	6	9	5	4	9	5	4	5
14 FlexDays - \$235	0	0	1	2	1	1	0	1	1	0	1
Weekend+Plus - \$195	0	0	0	0	0	0	0	0	0	0	0
Full Weekday (5 days/week) - \$345	0	0	0	0	0	1	(1)	0	1	(1)	1
Full In (7 days/week) - \$445	4	6	7	5	6	3	3	6	3	3	3
Office Suite - \$600	2	3	2	2	2	3	(1)	2	3	(1)	3
# of Events	1	1	2	1	1	N/A		5	N/A		N/A
Total # of Event Attendees	216	8	82	12	1	N/A		103	N/A		N/A
Conversions	0	0	0	0	0	N/A		0	N/A		N/A
<b>Revenues</b>											
Membership Revenue	\$2,869	\$5,509	\$5,328	\$4,715	\$5,198	\$4,309	\$406	\$20,750	\$19,652	\$1,098	\$4,447
Other Income	\$285	\$185	\$145	\$95	\$500	\$0	\$95	\$925	\$0	\$925	\$0
Events	\$498	\$0	\$0	\$170	\$170	\$625	(\$455)	\$340	\$2,500	(\$2,160)	\$625
Sponsorships/Grants/Donations	\$338	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Revenues</b>	<b>\$3,990</b>	<b>\$5,694</b>	<b>\$5,473</b>	<b>\$4,890</b>	<b>\$5,868</b>	<b>\$4,934</b>	<b>(\$44)</b>	<b>\$22,014</b>	<b>\$19,652</b>	<b>\$2,362</b>	<b>\$5,072</b>
<b>Avg Rev per Membership</b>	<b>\$285</b>	<b>\$356</b>	<b>\$274</b>	<b>\$251</b>	<b>\$309</b>	<b>\$235</b>	<b>\$16</b>	<b>\$334</b>	<b>\$266</b>	<b>\$68</b>	<b>\$207</b>

### Notes

#### April Recap

- \* Received Yelp sponsorship for May 23rd event. Materials will be interpreted and translated.
- \* Held SCORE Consultations - 30 min open invite for business Q&A with one membership attending. Need to do more outreach.
- \* Met with City liaison (HHC member) of LNI Standards on Workshop with the State LNI. Working on combining efforts.
- \* Gained a 10-Day new membership (travelling from Germany, will not renew in May, however, will be back later in the year).
- \* Terminated a full-in contract for breach of contract rules.

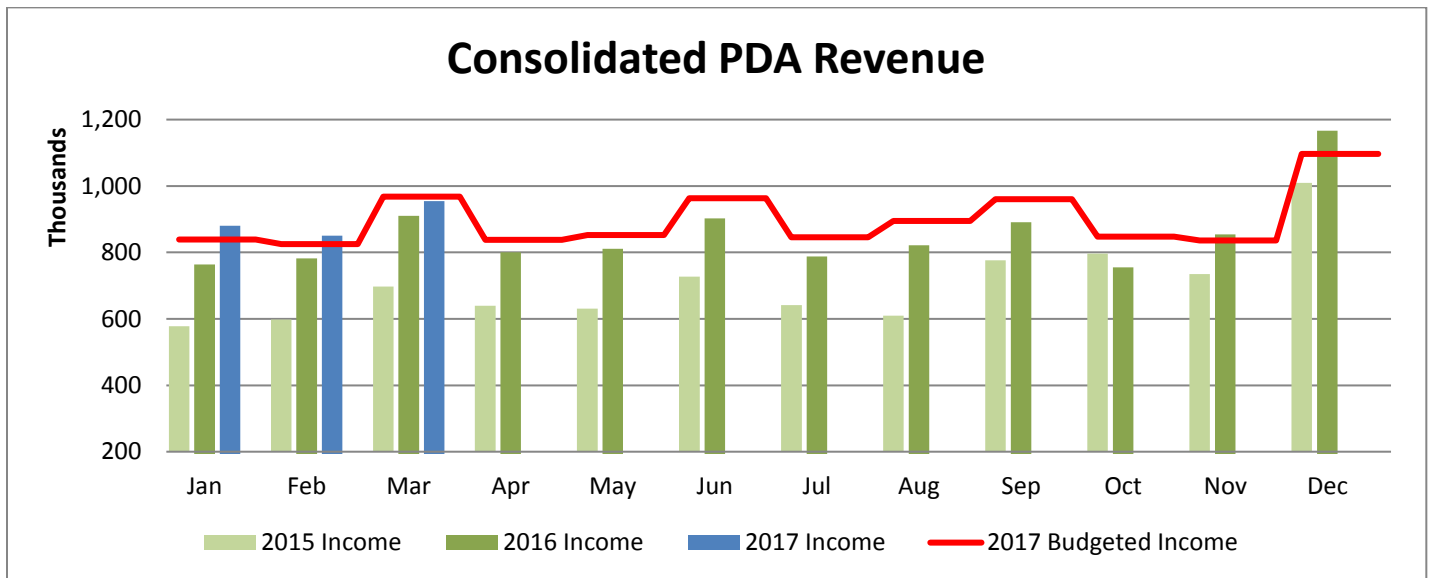
#### May Focus

- \* Yelp event May 23rd to inform the ID of Yelp benefits, prepare to conduct workshop, outreach.
- \* Labor Standards on State and City Lvl. finalize the time and date and structure of workshop.
- \* Continue training Rachtha in Nexodus.
- \* Complete Etsy grant due May 29th.
- \* Postpone HHC Advisory Committee.
- \* Work on Blinds Proposal for ISRD.
- \* Work on Member wall (work order has been put in).
- \* Silently launch website, (big reveal will be at 2 year mark).
- \* Finalize new rates - remove Weekend Plus, 14 FlexDays, add 10 FlexDays.
- \* Work with HHC Party Planning to create 2 year celebration events.
- \* Train new Social Media and Marketing Intern.
- \* Post on the City Paid Intern site Position for Biz TA activities.

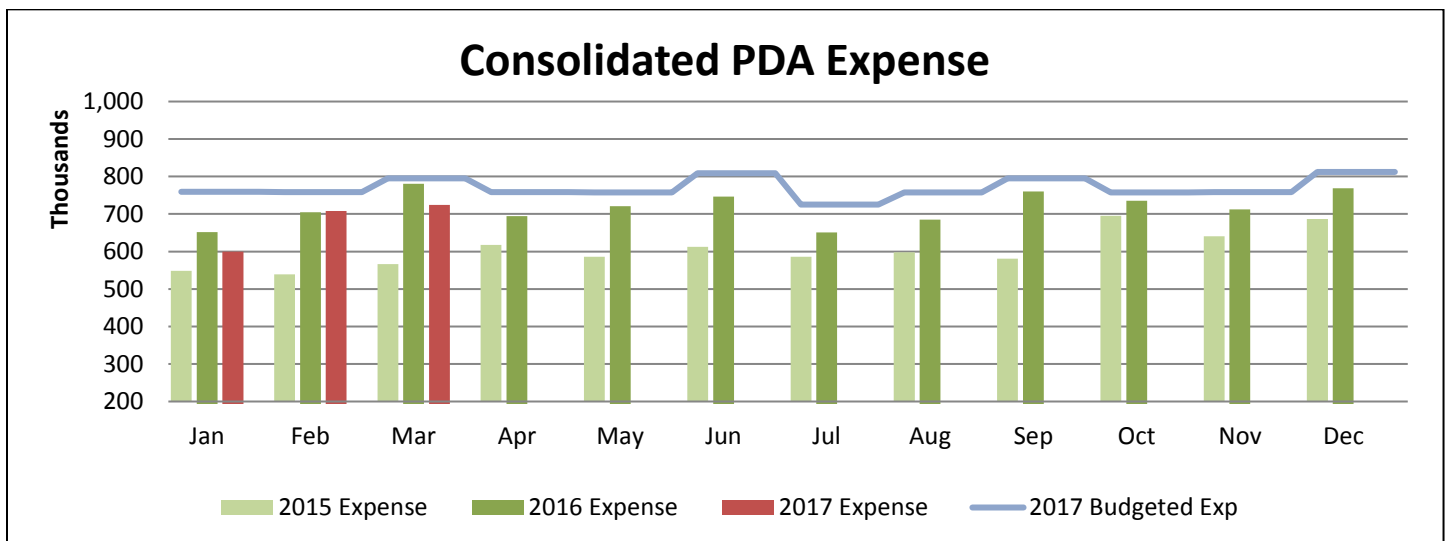
#### Q2 Plans

- \* Launch HHC website.
- \* Execute Business Resource Workshops, plan future Yelp event in Little Saigon, work on Labor standards workshop both state and city level.
- \* 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 Member Events, with help from member Eric.
- \* Work on Ramp Up documents for new members.
- \* **Work on Arts & Crafts Fair on July 20th.**

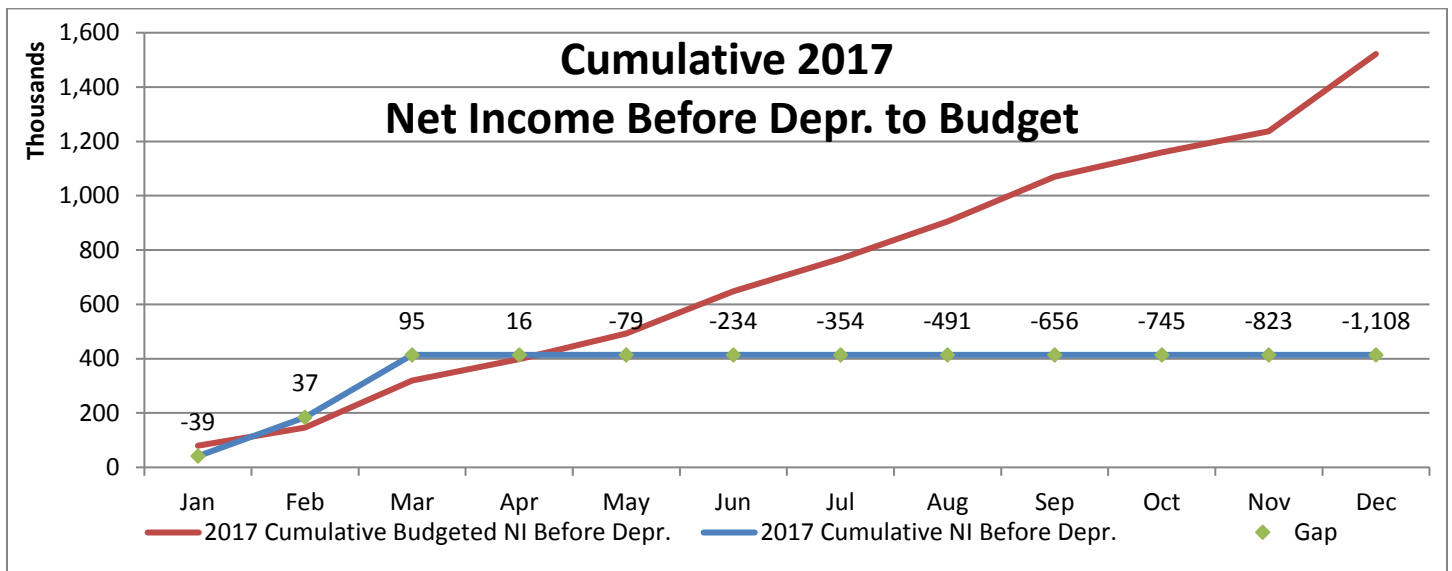
## CONSOLIDATED PDA - 1st Quarter 2017 Financial Summary



Revenues for the 1st quarter of 2017 were approximately \$5k under budget when consolidated together. Vacancy loss is higher than budget but those vacancies have been filled and Total Rent Income is positive for the 1<sup>st</sup> quarter. Service Income is higher than budget due to Legacy House Adult Day Services and Meals on Wheels being higher than budget. CMP revenue is below budget for the quarter but offset by other service income. Other Income is over budget due to a receipt of \$15K by Inland Development based on the milestone of Inland receiving their Certificate of Approval for construction. Fundraising revenues are below budget due to CMP's lower attendance and budgeting related to receipt of grant and fundraising revenues.

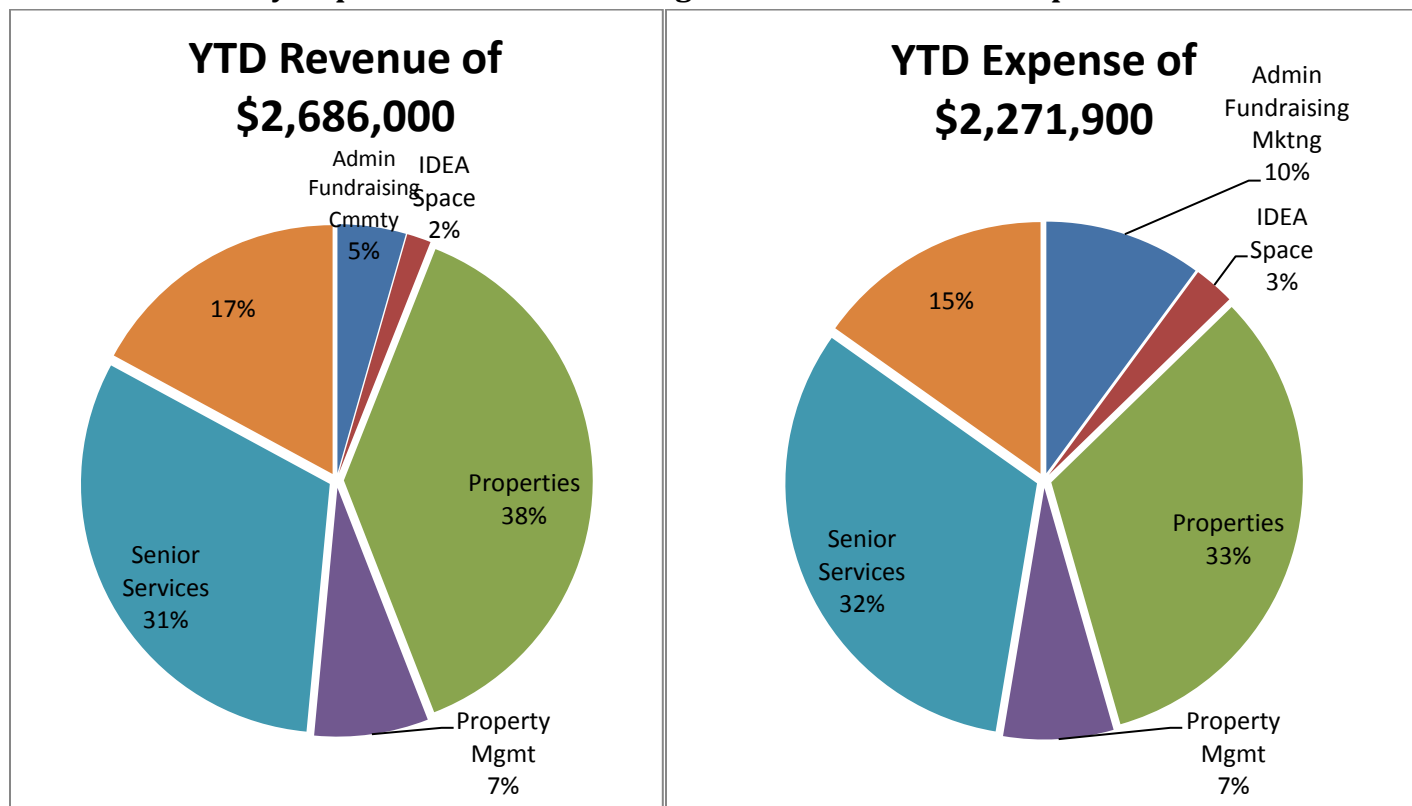


Expenses for the 1st quarter of 2017 were under budget for the entire organization by approximately \$100K. All expense categories are positive to budget except Maintenance which is only slightly over budget and Other Expenses which include items which are funded by reserves. The biggest factor in the positive variance is Salaries, Wages and Benefits Expense. We budgeted for salary increases that remain unallocated and also have delayed hiring of some open positions. Insurance is under budget by \$18K due to credits received from previous years. Debt service is also below budget by approximately \$18K due.



As a result, our NOI before Depreciation was \$95K better than budget for the 1st quarter of 2017.

## Visual Breakout by Department of Year through March Revenue and Expenses





PDA Reporting Comparison Income Statement

Book = Accrual ; Tree = .fc\_is\_report\_ne

Active Entity=Yes; PDA Reporting=Admin/Fundraising/Mktng,IDEA Space,Other (HH & Legal Holdings),Properties,Property Mgmt,Senior Services;

REVENUE

RENT INCOME

Rent  
Vacancies  
Concessions and Bad Debt

NET RENT INCOME  
TOTAL NET INC/LOSS FROM RELATED PROP  
TOTAL REIMBURSABLE EXPENSE INCOME  
TOTAL OTHER RENTAL INCOME

TOTAL SERVICE INCOME  
TOTAL OTHER INCOME

TOTAL INTEREST INCOME

Grants  
LESS Grant Program Expense  
LESS Grant Capital Projects  
Other Fundraising

TOTAL FUNDRAISING INCOME

TOTAL REVENUE

EXPENSES

ADMINISTRATIVE

Professional Fees & Consulting  
Rent Expense  
Salaries, Wages, & Training  
Other Admin Expenses

TOTAL ADMINISTRATIVE

TOTAL MANAGEMENT FEE

TOTAL MAINTENANCE

TOTAL UTILITIES

TOTAL TAXES

TOTAL INSURANCE

TOTAL PROGRAM EXPENSES

TOTAL OPERATING EXPENSES

NOT BEFORE DEBT SERVICE & GROUND LEASE

TOTAL DEBT SERVICE & GROUND LEASE

NOT AFTER DEBT SERVICE & GROUND LEASE

TOTAL OTHER EXPENSES

NET INCOME BEFORE DEPR & AMORT

TOTAL DEPRECIATION & AMORTIZATION

NET INCOME

Year to Date - 1st Quarter 2017																				
Admin/Fundraising/Mktng			IDEA Space			Properties			Property Mgmt			Senior Services			Other (HH/Master/QalicB/Fund/Condo)			Total SCIDpda		
Actual	Total Budget	Variance Fav (Unfav)	Actual	Total Budget	Variance Fav (Unfav)	Actual	Total Budget	Variance Fav (Unfav)	Actual	Total Budget	Variance Fav (Unfav)	Actual	Total Budget	Variance Fav (Unfav)	Actual	Total Budget	Variance Fav (Unfav)	Total SCIDpda	Total Budget	Variance Fav (Unfav)
0	0	0	0	0	0	950,530	939,168	11,362	0	0	0	558,441	538,783	19,658	410,507	412,935	(2,428)	1,919,478	1,890,886	28,592
0	0	0	0	0	0	(20,129)	(1,641)	(18,488)	0	0	0	(5,305)	(5,237)	(68)	0	0	0	(25,434)	(6,878)	(18,556)
0	0	0	0	0	0	(1,063)	0	(1,063)	0	0	0	(5,170)	0	(5,170)	(647)	(718)	71	(6,880)	(718)	(6,162)
0	0	0	0	0	0	929,338	937,527	(8,189)	0	0	0	547,965	533,546	14,419	409,860	412,217	(2,357)	1,887,164	1,883,290	3,874
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	48,072	50,448	(2,376)	0	0	0	0	0	0	0	0	0	48,072	50,448	(2,376)
68,065	65,964	2,101	0	0	0	3,612	3,546	66	199,003	202,557	(3,554)	286,078	278,572	7,506	0	0	0	556,758	550,639	6,119
15,000	0	15,000	(88)	2,499	(2,587)	8,183	4,252	3,930	0	0	0	550	214	336	425	375	50	24,070	7,340	16,730
33,738	36,527	(2,789)	0	0	0	33,656	32,912	744	0	0	0	42	51	(9)	49,004	48,965	39	116,440	118,455	(2,015)
0	121,256	(121,256)	48,041	0	48,041	0	0	0	0	0	0	1,875	0	1,875	0	0	0	49,916	121,256	(71,340)
0	(126)	126	(14,062)	(50,423)	36,361	0	0	0	0	0	0	0	(189)	189	0	0	0	(14,062)	(50,738)	36,676
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2,423	(116,256)	118,679	8,175	108,756	(100,581)	0	0	0	0	0	0	7,060	15,011	(7,951)	0	2,500	(2,500)	17,658	10,011	7,647
2,423	4,874	(2,451)	42,155	58,333	(16,178)	0	0	0	0	0	0	8,934	14,822	(5,888)	0	2,500	(2,500)	53,512	80,529	(27,017)
119,226	107,365	11,861	42,067	60,832	(18,765)	1,022,861	1,028,685	(5,824)	199,003	202,557	(3,554)	843,570	827,205	16,365	459,289	464,057	(4,768)	2,686,016	2,690,701	(4,685)
						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8,760	14,134	5,374	184	603	419	7,747	10,109	2,362	0	0	0	0	0	0	3,741	3,711	(30)	20,432	28,557	8,125
6,861	6,861	0	2,250	2,250	0	199,000	199,002	2	0	0	0	58,625	58,911	286	204,891	204,891	0	471,627	471,915	288
157,737	195,267	37,530	54,660	52,176	(2,484)	52,366	46,749	(5,617)	146,612	161,835	15,223	427,152	431,650	4,498	10,867	8,721	(2,146)	849,394	896,398	47,004
19,943	21,541	1,598	1,674	2,080	406	7,521	9,415	1,894	2,008	2,984	976	15,462	16,805	1,343	4,508	3,826	(682)	51,116	56,651	5,535
193,302	237,803	44,502	58,767	57,109	(1,658)	266,633	265,275	(1,358)	148,620	164,819	16,199	501,239	507,366	6,127	224,007	221,149	(2,858)	1,392,569	1,453,521	60,952
1,452	1,986	534	518	939	421	74,018	73,833	(185)	11,940	12,153	213	51,186	50,475	(711)	2,328	2,766	438	141,442	142,152	710
4,651	3,966	(685)	95	0	(95)	90,473	92,393	1,919	0	0	0	35,132	29,297	(5,835)	1,530	1,731	201	131,881	127,387	(4,494)
5,530	5,547	17	0	0	0	98,948	101,127	2,179	0	0	0	42,364	43,422	1,058	4,620	4,848	228	151,462	154,944	3,482
267	134	(133)	8	11	3	6,005	7,130	1,125	0	204	204	702	717	15	(240)	243	483	6,742	8,439	1,697
5,682	5,949	267	0	0	0	12,277	23,827	11,550	0	0	0	14,743	13,554	(1,189)	(6,030)	1,758	7,788	26,672	45,088	18,416
201	5,000	4,799	252	749	497	0	0	0	0	0	0	85,700	90,867	5,167	0	0	0	86,153	96,616	10,463
211,085	260,385	49,301	59,639	58,808	(831)	548,354	563,584	15,230	160,560	177,176	16,616	731,067	735,698	4,631	226,215	232,495	6,280	1,936,921	2,028,147	91,226
(91,859)	(153,020)	(61,161)	(17,572)	2,024	(19,596)	474,507	465,100	9,406	38,443	25,381	13,062	112,503	91,507	20,996	233,074	231,562	(1,512)	749,096	662,554	86,542
18,391	12,947	5,444	0	0	0	179,893	206,058	26,165	0	0	0	0	0	0	118,859	116,675	2,184	317,143	335,680	18,537
(110,250)	(165,967)	(55,717)	(17,572)	2,024	(19,596)	294,614	259,042	35,571	38,443	25,381	13,062	112,503	91,507	20,996	114,215	114,887	(672)	431,953	326,874	105,079
0	0	0	0	0	0	17,837	7,503	(10,334)	0	0	0	0	0	0	0	0	0	17,837	7,503	(10,334)
(110,250)	(165,967)	(55,717)	(17,572)	2,024	(19,596)	276,777	251,539	25,237	38,443	25,381	13,062	112,503	91,507	20,996	114,215	114,887	(672)	414,116	319,371	94,745
339	339	0	0	0	0	260,411	262,155	1,744	0	0	0	21,139	20,835	(304)	94,842	94,842	0	376,731	378,171	1,440
(110,589)	(166,306)	(55,717)	(17,572)	2,024	(19,596)	16,366	(10,616)	26,981	38,443	25,381	13,062	91,365	70,672	20,693	19,373	20,045	(672)	37,385	(58,800)	96,185

**Balance Sheet (With Period Change)**

Period = Jan 2017-Mar 2017

Book = Accrual ; Tree = .fc\_bs

PDA Reporting=Admin/Fundraising/Mktng,IDEA Space,Other (HH &amp; Legal Holdings),Properties,Property Mgmt,Senior Services;

	<b>Balance</b>	<b>Beginning</b>	<b>Net</b>
	<b>Current Period</b>	<b>Balance</b>	<b>Change</b>
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
CASH & CASH EQUIVALENTS			
Unrestricted Funds	2,380,491	2,362,462	18,029
Restricted Funds	2,626,106	2,626,410	-305
Bond Funds	3,620,546	3,423,244	197,302
<b>TOTAL CASH &amp; CASH EQUIVALENTS</b>	<b>8,627,142</b>	<b>8,412,116</b>	<b>215,026</b>
ACCOUNTS RECEIVABLE			
Accounts Receivable - Net	2,420,151	2,686,400	-266,250
<b>TOTAL ACCOUNTS RECEIVABLE</b>	<b>2,420,151</b>	<b>2,686,400</b>	<b>-266,250</b>
OTHER RECEIVABLES			
Note Receivable	7,556,230	7,550,430	5,799
Other Receivables	86,292	104,635	-18,343
<b>TOTAL OTHER RECEIVABLES</b>	<b>7,642,522</b>	<b>7,655,066</b>	<b>-12,544</b>
DEPOSITS & PREPAIDS			
Prepaid Insurance	28,719	17,736	10,982
Prepaid Expenses & Deposits	52,707	51,819	888
<b>TOTAL DEPOSITS &amp; PREPAIDS</b>	<b>81,426</b>	<b>69,555</b>	<b>11,871</b>
<b>TOTAL CURRENT ASSETS</b>	<b>18,771,241</b>	<b>18,823,137</b>	<b>-51,897</b>
<b>LONG-TERM ASSETS</b>			
PROPERTY			
Property - Net Accum. Depreciation	40,616,021	40,983,964	-367,943
<b>TOTAL PROPERTY</b>	<b>40,616,021</b>	<b>40,983,964</b>	<b>-367,943</b>
FIXED ASSETS			
Furniture Fixtures & Equipment - Net Accum. D	399,326	416,557	-17,231
<b>TOTAL FIXED ASSETS</b>	<b>399,326</b>	<b>416,557</b>	<b>-17,231</b>
<b>TOTAL LONG-TERM ASSETS</b>	<b>41,015,347</b>	<b>41,400,521</b>	<b>-385,174</b>
<b>OTHER ASSETS</b>			
OTHER ASSETS			
Other Receivables	4,317,660	4,338,134	-20,474
Investment in Other Entities	8,972,942	8,950,192	22,750
Development Projects	30,195	0	30,195
<b>TOTAL OTHER ASSETS</b>	<b>13,320,797</b>	<b>13,288,326</b>	<b>32,471</b>
<b>TOTAL OTHER ASSETS</b>	<b>13,320,797</b>	<b>13,288,326</b>	<b>32,471</b>



**Balance Sheet (With Period Change)**

Period = Jan 2017-Mar 2017

Book = Accrual ; Tree = .fc\_bs

PDA Reporting=Admin/Fundraising/Mktng,IDEA Space,Other (HH &amp; Legal Holdings),Properties,Property Mgmt,Senior Services;

	<b>Balance</b>	<b>Beginning</b>	<b>Net</b>
	<b>Current Period</b>	<b>Balance</b>	<b>Change</b>
<b>TOTAL ASSETS</b>	<b>73,107,385</b>	<b>73,511,984</b>	<b>-404,599</b>
<b>LIABILITIES &amp; CAPITAL</b>			
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
PAYABLES & OBLIGATIONS			
Accounts Payable	302,194	457,659	-155,465
Prepaid Rent	26,194	31,014	-4,820
Current Portion Due of Mortgages & Other Obli	6,700,909	6,735,246	-34,337
Taxes & Benefits Payable	-1,921	-487	-1,434
Line of Credit	205,000	265,000	-60,000
<b>TOTAL PAYABLES &amp; OBLIGATIONS</b>	<b>7,232,376</b>	<b>7,488,432</b>	<b>-256,056</b>
ACCRUED EXPENSES			
Accrued Expenses	1,758,763	1,865,770	-107,006
<b>TOTAL ACCRUED EXPENSES</b>	<b>1,758,763</b>	<b>1,865,770</b>	<b>-107,006</b>
<b>TOTAL CURRENT LIABILITIES</b>	<b>8,991,139</b>	<b>9,354,202</b>	<b>-363,062</b>
<b>LONG-TERM LIABILITIES</b>			
MORTGAGES & OTHER OBLIGATIONS			
Loan Payable	29,900,025	29,951,900	-51,875
Bonds Payable - Net	4,807,617	4,816,059	-8,443
<b>TOTAL MORTGAGES &amp; OTHER OBLIGATIONS</b>	<b>34,707,642</b>	<b>34,767,959</b>	<b>-60,317</b>
<b>TOTAL LONG-TERM LIABILITIES</b>	<b>34,707,642</b>	<b>34,767,959</b>	<b>-60,317</b>
<b>OTHER LIABILITIES</b>			
Security Deposit Liability	138,743	130,669	8,074
Deferred Developer Fee	20,973	41,946	-20,973
Other Liabilities	105,940	112,768	-6,828
Deferred Rent Payable	1,774,760	1,774,760	0
<b>TOTAL OTHER LIABILITIES</b>	<b>2,040,416</b>	<b>2,060,143</b>	<b>-19,727</b>
<b>TOTAL LIABILITIES</b>	<b>45,739,197</b>	<b>46,182,303</b>	<b>-443,107</b>
<b>CAPITAL</b>			
Retained Earnings	27,368,188	27,329,681	38,508
<b>TOTAL CAPITAL</b>	<b>27,368,188</b>	<b>27,329,681</b>	<b>38,508</b>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>73,107,385</b>	<b>73,511,984</b>	<b>-404,599</b>

# **ACTION & APPROVAL ITEMS**

## Resolution 17-05-17-0\_\_

### RESOLUTION OF SEATTLE CHINATOWN INTERNATIONAL DISTRICT PRESERVATION AND DEVELOPMENT AUTHORITY PERTAINING TO PARTICPATION IN CHARITBLE CAMPAIGN

The Executive Director is authorized to submit materials necessary to participate in the 2018 Charity Federation of the Housing Development Consortium of Seattle-King County (HDC), which will submit applications to Fall 2017 charitable campaigns, including, but not limited to:

- City of Seattle Employee Giving Program
- King County Employee Giving Program
- Washington State Combined Fund Drive

SCIDpda affirms it is willing, if requested by a charity campaign, to provide a financial report showing specific use of the charity monies.

SCIDpda affirms its policy as follows:

In carrying out its activities including hiring and program services, the SCIDpda shall not discriminate on the basis of race, color, sex, marital status, sexual orientation, political ideology, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental or physical handicap.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

**Resolution 17-05-24-0\_**

**RESOLUTION OF SEATTLE CHINATOWN INTERNATIONAL DISTRICT  
PRESERVATION AND DEVELOPMENT AUTHORITY**

We, the Seattle Chinatown International District Preservation and Development Authority Board of Directors, affirm the election of the following individuals to the Board for an initial 3 year term through December 31, 2019:

Jerilyn Young  
Lanzi Li  
Kevin Huynh

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

# **STAFF BRIEFINGS:**

**CITY MHA HANDOUT**

**INTERIM CDA ENHANCEMENTS**

**FALL FUNDRAISER SPONSORSHIP**

# Mandatory Housing Affordability (MHA) in Chinatown/International District

a program of the  
Housing Affordability and Livability Agenda



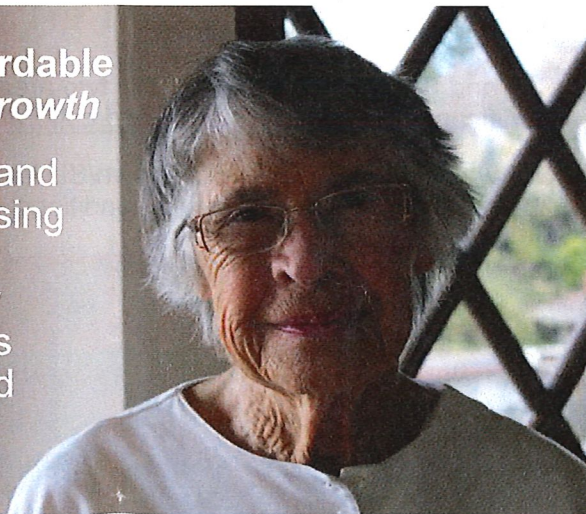
PLUZ  
Committee  
Briefing  
April 11, 2017

## What is MHA?



**Creating more affordable housing through *growth***

- This new income- and rent-restricted housing would help our low income community members—such as seniors, artists, and working families.



2



## Livability



- CID Framework and Implementation Plan
- Public Safety Task Force
- Hing Hay Park Expansion
- Landmark Project
- Street Concept Plans and Improvements
- One Center City
- Center City Connector
- Updated Design Review Guidelines

3



## Context



- 2011 South Downtown Rezone
- CID and Central Area are the only two areas where there is significant economic, physical, and cultural displacement
- CID was separated from Downtown/SLU proposal in October 2016 because of area's unique conditions





## Public Engagement

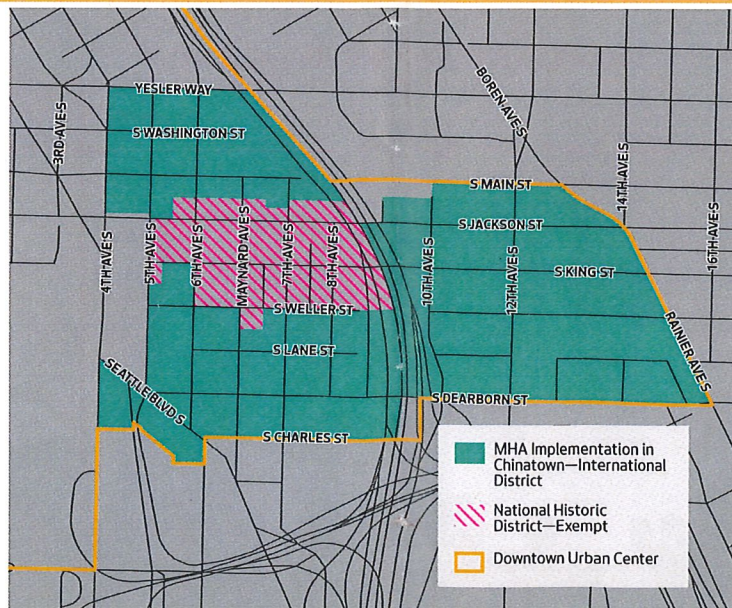


- Part of Comprehensive Downtown/SLU outreach
- We hosted two open houses and attended 15 meetings where the community already meets (4 in CID specifically).
- What we heard:
  - Broad support for basic concept
  - Desire for more market-rate and affordable housing in CID
  - Preference for taller rather than wider buildings
  - Concern about historic areas
- How it changed the proposal:
  - Extra capacity changed from extra width to extra height
  - Historic Districts exempted

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## Areas where MHA would apply



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## Additional Capacity



### Varies by Zone

- Commercial: Additional 0.5 to 1.0 FAR
- Residential Towers: Additional Height

Zones	Capacity Increase
Zones with heights of 85 feet or less	10 feet
Zones with heights of 150 or feet	20 feet
Zones with heights of 240 feet	30 feet

- Increasing minimum tower floor plate from 8,000 to 8,800 where applicable
- In Little Saigon, base height was increased by 10 feet

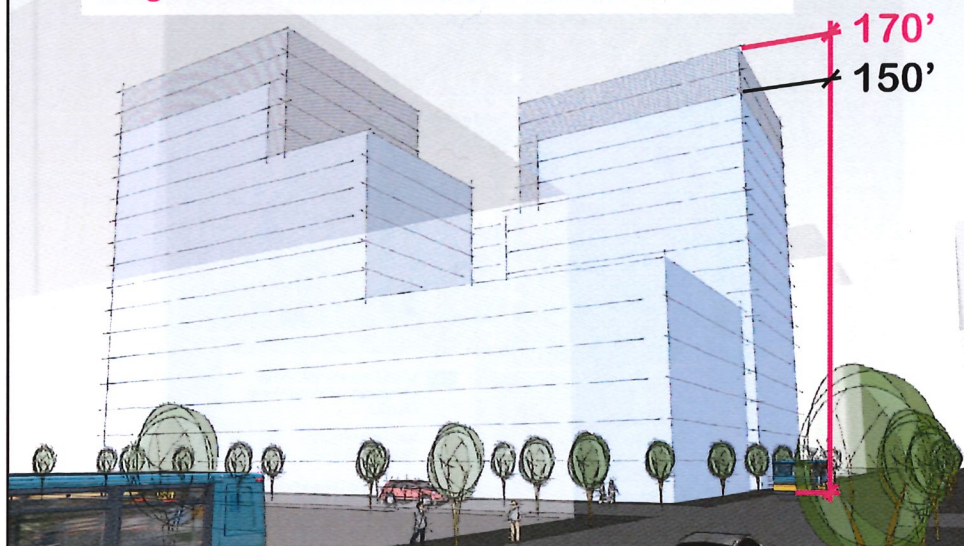
7



## DMR/C 65/65-150 Residential



Height limit increase allows 2 additional stories



## MHA requirements



### Requirements vary:

	Payment	Performance
Residential uses	\$20.75	7.0%
Commercial in zones with heights more than 85 feet	\$20.75	7.0%
Commercial in zones with heights less than 85 feet	\$8.00	5.0%

**Estimated to result in 150 affordable housing units over 10 years**

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## Incentive Zoning



**In addition to affordable housing, to reach the maximum heights projects must:**

- Acquire TDR from open space, landmarks,
- Provide Privately Owned Public Space (POPS); or
- Provide green street improvements

**Commercial properties also contribute to childcare**



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## MHA Payment and Performance Examples



Project example	Requirement	Performance outcome	Payment outcome
<b>12-story commercial tower</b> <ul style="list-style-type: none"> <li>IDM 165/85-170</li> <li>Half block</li> <li>200,000 gross residential square feet</li> </ul>	7.0% or \$20.75 per sq. ft.  + Incentive Zoning	16 affordable homes	47 affordable homes (\$4.1M)
		\$0.5M in TDR, POPS, or combination	
<b>17-story residential tower</b> <ul style="list-style-type: none"> <li>DMR/C 75/75-170</li> <li>Third of a block</li> <li>400 total homes</li> <li>400,000 gross residential square feet</li> </ul>	7.0% or \$20.75 per sq. ft.  + Incentive Zoning	28 affordable homes	93 affordable homes (\$8.3M)
		\$1.5M in TDR, POPS, or combination	

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## Displacement



- **Creating new affordable housing choices is a critical anti-displacement strategy:**
  - Proposal will result in estimated 150 new income- and rent-restricted homes over the next 10 years. These affordable homes will help support low-income residents across the city.
- **The proposal will not substantially change likelihood of direct displacement:**
  - Scale of proposed additional capacity is not expected to significantly change the likelihood that parcels will redevelop.
  - Analysis identified only 4 residential units in buildings that were candidates for redevelopment.
  - National Historic Register District is exempt.

12



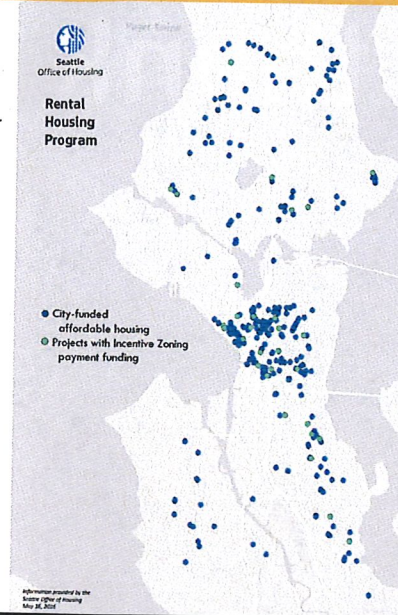
## Use of Payment Revenue



### Locational Goals

- Furthering fair housing choice
- Locating in urban centers and villages
- Locating near transit
- Promoting economic opportunity and addressing displacement
- Locating near developments that generate cash contributions

Payment can help fund units at deeper level of affordability



13

## 6,000 new affordable homes



14

**HOLA**  
HOUSING AFFORDABILITY  
AND LIVABILITY AGENCY

## Enhancing the MHA legislation: Creating a thriving community and limiting displacement

ICDA will advocate for changes to the proposed legislation related to the Mandatory Housing Affordability requirements (MHA) for the Chinatown/International District community. ICDA fully supports inclusionary housing requirements for new developments, as we have done so for at least the last 20 years. MHA is an important legislative tool, as this legislation will partially help ameliorate the affordable housing crisis Seattle is facing.

Upon reflecting on our community's immediate and impending needs, ICDA believes that the proposed MHA legislation does not go far enough in protecting our residents, small businesses, and social connections that exist in our neighborhood. ICDA is deeply concerned that the present real estate market and development trends will uproot the social fabric that uniquely comprises our community. In consideration that the City has turned their attention to this community with the MHA legislation, ICDA believes this is the best time to address multiple concerns that is impacting our community.

During 2006-2011, ICDA partnered with community stakeholders to work with the City on legislative changes to our land use codes. ICDA felt that the City did not sufficiently address a variety of issues in the legislation that was passed. We feel that the current MHA legislation is an opportunity to address these issues. Consequently, ICDA is rooting our core principles around the work that we conducted seven years ago with our community partners.

Many of the issues that we face today were issues that were facing the community 7-10 years ago. However, we are currently facing development pressures that far exceed what we saw a decade ago. The following are the principles that we will embrace as we move forward:

### Principles

We must utilize various tools in creating a thriving community, while limiting displacement. Most importantly we must create a process that uses a social equity lens, where current residents, business owners, and community stakeholders have a stronger voice in determining their future. The ability to thrive in place will ultimately require a shared, new understanding between the community and policy makers of how to get there, centered around these core principles:

1. *Preservation of a Whole Community:* Preservation of the ID requires stabilizing three components of social cohesion – people, locally-serving businesses, and cultural institutions.
2. *Balanced Development:* We can welcome new people and businesses, but new, market-priced spaces and homes must be balanced with deep affordability for our residents and businesses.
3. *Public Spaces Matter:* The public realm – including open space, gardens, community meeting spaces, and public institutions – must be maintained and grow.

### Goals/Outcomes

Over the next 10 years, we propose the following goals and outcomes to help our community, its public partners, and private stakeholders to ensure long-term stability of the ID:

1. Stabilize community members who have no place to go if displaced.
2. Preserve the current proportion of commercial space that is affordable to small, community-serving, and community-owned businesses.
3. Preserve the current proportion of housing units that serve households below 50% and 30% AMI.
4. Resources should support community controlled and inspired projects and private stakeholders should work closely with community stakeholders to create community benefits that enhance the livability of the neighborhood.



### Policy Proposals for ID Rezone & Community Self-Determination

While many tools and policies are needed to achieve our agenda, the City proposed rezone of the ID is an opportunity to align the zoning code with a community vision for thriving in place. The ID community proposed many ideas during the last rezone that should be revisited. As part of the proposed rezone, the following proposals would advance our principles and goals/outcomes.

1. *Increase production and deepen affordability of MHA:* MHA will play an important role in maintaining affordability. But the current proposal for 7% affordability at 60% AMI is not enough to create balanced development and meet the needs of the ID community. We propose the following requirements instead:
  - a. 10% of all units produced be affordable at 30% AMI or below
  - b. 5% of all units produced be affordable at 30-50% AMI
  - c. Maintain and strengthen low-income TDR housing program
  - d. Eliminate setback requirements and LS large lot/mid-block requirements for low-income housing.
    - i. Work with the Little Saigon urban design process on design considerations.
2. *Ensure new commercial space meets needs of small ID businesses:* Existing ID businesses cannot afford the typical commercial space created by new construction. Zoning requirements could remove barriers for small, community-serving retailers and restaurants, including:
  - a. Create a max size for first floor retail that aligns with existing small business footprints.
    - i. Grocery store exemption.
  - b. Require frequent storefront entrances that match the spacing and character of existing small ID businesses.
  - c. Utilize the Little Saigon urban design plan to help frame design criteria for the Little Saigon neighborhood.
3. *Increase the scope, role and representation of the ISRD:* The ISRD was created to preserve the character of the ID, led by community participants. Enhancing the ISRD for community self-determination could include:
  - a. Expand the ISRD boundaries to include Little Saigon and the remainder of the neighborhood west of I-5.
  - b. Restructure the board to better represent this community that includes more low-income stakeholders, elders, youth, and family associations.
  - c. Administrative review for small modifications and other minor proposals, enabling the Board to concentrate on uses and more pertinent design decisions.
  - d. Make more kinds of land uses conditional on ISRD approval, such as pharmacies, grocery stores, office, and retail.
    - i. Regulate retail chains – must meet a standard that is culturally appropriate for the neighborhood (can look at the SF Formula Business Ordinance)
4. *Maximize retention of residents and businesses displaced by new development within the ID:*
  - a. Increase relocation assistance to help displaced residents and businesses stay in the ID.
  - b. Create a “displacement voucher” for residents forced to leave.
  - c. Require a minimum proportion of MHA units to be built on-site.
  - d. Set a higher MHA requirement for buildings to be redeveloped in which the majority of residents have historically been at below 50% AMI.
  - e. Stabilization fund – \$10 per sf (SOMA in SF is \$14 per sf)
    - i. Funds shall be used for affordable housing, community asset building, small business assistance, eviction prevention, employment development, community cohesion, economic development and civic participation.

5. Prioritize local organizations and institutions to lead development:
  - a. Encourage private developers to partner with local organizations on finding and supporting local business tenants, and creating community spaces.
  - b. **Ensure cross-cultural competent, community based organizations** have the first opportunity to receive City resources to lead development.
6. Enhance the public realm
  - a. Open space/public arts/streetscape impact fee \$5 per sf of development cost.
    - i. Fully exempted if housing is for 60% or below median income and is committed for 50 years.
    - ii. May be partially exempted if building has community supporting uses such as a cultural facility (example – Wing Luke)

Revenue	2015	2016	2017 Projected	2017 Actual	2017 Assigned
<b><i>\$10,000 Sponsor</i></b>					
<b><i>\$5,000 Sponsor</i></b>					
JPMorgan Chase	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00		Maiko
Bank of America		--			Maiko
KeyBank					Maiko
Tulalip Tribes	\$ 7,500.00		\$ -		Joseph
Marpac Construction	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00		Paul
Heritage Bank	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		Vern/Maiko
<b><i>\$2,500 Sponsor</i></b>					
Inland		\$ 2,500.00	\$ 2,500.00		Mike
TCMS	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00		Paul/Mike
<b><i>\$1,500 Sponsor</i></b>					
Artifacts Consulting	\$ 1,500.00		\$ 1,500.00		Paul
Coughlin Porter Lundeen	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		Mike
Crown Construction	\$ -	\$ 1,500.00	\$ 1,500.00		Mike
Finney Neill	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		Vern
Jergens Painting	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		Paul
Kantor Taylor			\$ 1,500.00		Vern--may not be likely...
Miller Hayashi Architects	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		Paul
MRJ/INScape	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		Paul
Office of Immigrant and Refugee Affairs	\$ 1,500.00	--			Jamie - Probably not getting anything
Propel	\$ -		\$ 1,500.00		Maiko
Rolluda	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		Paul
Sage Architectural Alliance	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		Paul
SMR Architects		\$ 1,500.00	\$ 1,500.00		Mike
Vulcan	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	Jamie
Wells Fargo					Vern
<b><i>Board Sponsors</i></b>					
DCI Engineers	\$ -				
Fidelity National Title		\$ 2,500.00	\$ 1,500.00		Jen
Mithun	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		Casey
Stewart Title	\$ -				Scott?
Uwajimaya	\$ -				Scott?
<b>Total:</b>	<b>\$ 48,000.00</b>	<b>\$ 39,000.00</b>	<b>\$ 42,500.00</b>	<b>\$ 1,500.00</b>	<i>as of 5/15/2017</i>