

BOARD MEETING AGENDA

Tuesday, March 16, 2021

5:30 – 7:30 p.m.

**Virtual:**<https://zoom.us/j/359459577>

(669) 900.6833, 359459577#

(346) 248.7799, 359459577#

Due to the extraordinary public health circumstances related to the ongoing COVID-19 (coronavirus) outbreak, participation in this meeting will be telephonic. All board members will participate remotely, as will any members of the public who wish to attend.

| | | |
|------|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5:30 | Action | 1. Call to Order – Mindy Au Agenda Approval Public Comment – <i>public may sign up to address the board for up to 2 minutes on matters on this agenda</i> |
| 5:35 | Action / Approval | 2. Consent Agenda <ul style="list-style-type: none"> • Approve February 2021 Meeting Minutes • Approve February 2021 Expenditure Report • Approve March 2021 Concurrence Request • Accept March 2021 Management Report |
| 5:40 | Discussion | 3. Strategic Plan Work & Advocacy Screen – Mindy Au, Aileen Balahadia, Wendy Watanabe |
| 6:30 | Discussion/Action | 4. Staff Reports <ul style="list-style-type: none"> • 2020 Incentive Plan – Vern Wood <ul style="list-style-type: none"> • Resolution – 2020 Incentive Plan • Achieving Excellence Program Update – Maiko Winkler-Chin • COVID Vaccine Updates – Jared Jonson & Jamie Lee |
| 7:00 | Discussion / Action | 5. Board Business <ul style="list-style-type: none"> • Ad Hoc Sound Transit • Community Initiatives • Real Estate Development • Other Board Business |
| 7:30 | Action | 6. Adjourn – Mindy Au |

Upcoming Dates (tentative):

4/6 – Executive Committee, 12 pm

4/7 – Real Estate Committee, 5 pm

4/8 – Community Initiatives Committee, 4 pm

4/16 – Finance Committee, 1 pm

4/20 – SCIDpda Board, 5:30 pm

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

- | | |
|----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Lease or purchase of real estate if there's a likelihood that disclosure would increase the price | <input type="checkbox"/> Consideration of the minimum offering price for sale or lease of real estate if there's a likelihood that disclosure would decrease the price. |
| <input type="checkbox"/> Negotiations on the performance of a publicly bid contract | <input type="checkbox"/> Complaints or charges brought against a public officer or employee |
| <input type="checkbox"/> Qualifications of an application for public employment | <input type="checkbox"/> Performance of a public employee |
| <input type="checkbox"/> Agency enforcement actions (requires legal counsel present) | <input type="checkbox"/> Current or potential litigation (requires legal counsel present) |
| <input type="checkbox"/> Legal risks of current or proposed action (requires presence of legal counsel) | |

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.*

Resolution 21-03-16-01

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 February 2021 Meeting Minutes
- Approve February 2021 Expenditure Report
- Approve March 2021 Concurrence Request
- Accept March 2021 Management Report

Board President

Date

Board Secretary

Date

SCIDpda Board Meeting Minutes

February 16th, 2021

409 Maynard Avenue South – Plaza Level Conference Room

Seattle, WA 98104

Virtual:

<https://zoom.us/j/359459577>

(669) 900.6833, 359459577#

(346) 248.7799, 359459577#

The February 2021 SCIDpda board meeting was hosted virtually via a Zoom conference room. All attendees attended virtually, with exception to the staff members who attended in-person where the virtual call was hosted.

Board Present (All via Phone Conference Call-in): Aileen Balahadia, David Della, Elliot Sun, Jerilyn Young, Mindy Au, Scott Yasui, Tiernan Martin, Wayne Lau, Lisa Nitze, Cindy Ju, May Wu, Casey Huang

Staff Present: Maiko Winkler-Chin, Vern Wood, Jamie Lee, Janet Smith, Jody McCorkle, Jared Jonson, Joseph Guanlao, Julie Yuan, Josh Sellers

1. Call to Order

The meeting was called to order by Mindy Au, Board Chair, at 5:33 p.m.

Public Comment – public may sign up to address the board for up to 2 minutes on matters on this agenda. There were no public comment made.

2. Board Action & Approval

Consent Agenda

Resolution 21-02-16-01: We, the Seattle Chinatown International District Preservation and Development Authority Board of Directors, via consent agenda:

- Approve January 2021 Meeting Minutes
- Approve January 2021 Expenditure Report
- Approve February 2021 Concurrence Request
- Accept February 2021 Management Report

Moved: Elliot Sun

Seconded: David Della

Board Approved: Aileen Balahadia, Casey Huang, David Della, Elliot Sun, Mindy Au, Scott Yasui, Tiernan Martin, Wayne Lau, Lisa Nitze, Cindy Ju

Abstained: Jerilyn Young

Absent: 4

3. Staff Reports

Real Estate Development Update and Process

Josh explained the Yesler Family Housing Project is a joint venture with Community Roots Housing. Josh gave an overview of the project timeline and building information.

Maiko briefed the board on plans for the childcare and commercial spaces for the Yesler Family housing project.

Josh explained the purpose of Resolution 21-02-16-02 is to:

- Serve as managing general partner
- Cause the partnership to enter into the ground lease
- Enter into the child care master lease, retail master lease, and child care sublease
- Close on the project loans and equity investment
- Serve as guarantor for any of the project loans, equity investment and obligations of SCIDpda
- Serve as developer of the project
- Serve as property manager of the project
- Conduct predevelopment work in furtherance of the development of the project

Resolution 21-02-16-02: WHEREAS, Seattle Chinatown-International District Preservation and Development Authority, a Washington public corporation ("**SCIDpda**"), is organized pursuant to RCW 35.21.660, 35.21.670, and 35.21.730-755, and Seattle Municipal Code Ch. 3.110;

WHEREAS, SCIDpda was organized for the purpose, among others, of affording a structure to work for the conservation and renewal of the unique cultural and ethnic characteristic of the area historically known as the Chinatown-International District, including developing and operating affordable low income housing;

WHEREAS, SCIDpda desires to participate with Community Roots Housing, a Washington public corporation ("**CRH**") in the development of real property located at 1215 East Fir Street, Seattle, WA (the "**Property**") as a mixed-use building to be developed as 156 units of affordable housing (inclusive of one manager unit) (the "**Housing**"), approximately 7,907 square feet of child care space (the "**Child Care Space**"), and approximately 2,355 square feet of retail space (the "**Retail Space**" and collectively with the Housing and Child Care Space, the "**Project**");

WHEREAS, SCIDpda and CRH have formed Monku LLC, a Washington limited liability company ("**Monku**") to serve as the initial general partner of Big Village LLLP, a Washington limited liability limited partnership (the "**Partnership**");

WHEREAS, SCIDpda currently serves as initial limited partner of the Partnership;

WHEREAS, CRH and its affiliate, CH Development Association, a Washington nonprofit corporation ("**CHDA**"), have formed CRH Yesler LLC, a Delaware limited liability company (the "**Co General Partner**"), of which CHDA serves as the sole member and CRH serves as the manager and springing member;

WHEREAS, Monku has withdrawn or will withdraw as general partner of the Partnership and the Co General Partner now serves or will serve as co general partner of the Partnership with a 0.0049% partnership interest and SCIDpda now serves or will serve as managing general partner with a 0.0051% partnership interest (in its capacity as managing general partner, the "**Managing General Partner**");

WHEREAS, the Partnership desires to lease the Property from the Housing Authority of the City of Seattle ("**SHA**") pursuant to a long term ground lease (the "**Ground Lease**") and the Partnership will construct, own and operate the Project thereon;

WHEREAS, the Partnership desires to lease the Child Care Space to SCIDpda pursuant to a master lease (the "**Child Care Master Lease**") and lease the Retail Space to SCIDpda pursuant to a separate master lease (the "**Retail Master Lease**");

WHEREAS, the Child Care Master Lease will allow SCIDpda to sublease the Child Care Space to Denise Louie Education Center, a Washington nonprofit corporation ("**DLEC**") pursuant to a sublease of the Child Care Space (the "**Child Care Sublease**");

WHEREAS, SCIDpda will serve in several capacities in this transaction including, but not limited to, (i) in its own capacity as a public corporation, (ii) in its capacity as Managing General Partner, (iii) in its capacity as a sponsor of the Project, (iv) in its capacity as co-developer of the Project, (v) in its capacity as guarantor under the various guarantees required in connection with the financing of the Project, and (vi) in its capacity as property manager of the Project (together, the "**Capacities**");

WHEREAS, SCIDpda, in its applicable Capacities, desires that the Partnership lease the Property from SHA, and in connection therewith, SCIDpda, in its applicable Capacities, desires to negotiate, enter into, execute, deliver and perform the applicable obligations under the Ground Lease and any documents related to the lease of the Property, including but not limited to the Ground Lease;

WHEREAS, SCIDpda, in its applicable Capacities, desires that the Partnership lease the Child Care Space and Retail Space to SCIDpda, and in connection therewith, SCIDpda, in its applicable Capacities, desires to negotiate, enter into, execute, deliver and perform the applicable obligations under the Child Care Master Lease and Retail Master Lease and any documents related to the sublease of the Child Care Space and Retail Space, including but not limited to the Child Care Master Lease and Retail Master Lease;

WHEREAS, SCIDpda, in capacity as a public corporation, desires to sublease the Child Care Space to DLEC, and in connection therewith, SCIDpda desires to negotiate, enter into, execute, deliver and perform the applicable obligations under the Child Care Sublease and any documents related to the sublease of the Child Care Space;

WHEREAS, SCIDPDA, in its applicable Capacities, desires to negotiate, enter into, execute, deliver a Regulatory Agreement (Extended Use Agreement) and such other documentation as may be reasonably required in connection with obtaining the allocation of Federal Low-Income Housing Tax Credits (the "**Tax Credits**") for the Project (collectively, the "**Tax Credit Documents**");

WHEREAS, SCIDpda, in its applicable Capacities, executed the letter of intent dated October 29, 2020, a copy of which is attached hereto as **Exhibit A** from Hudson Housing Capital LLC ("**Hudson**"), setting forth the preliminary terms under which Hudson or its designee (the "**Limited Partner**") will make an equity investment in and be admitted as a limited partner of the Partnership (the "**Equity Investment**");

WHEREAS, the Limited Partner requires that its admission to the Partnership and the rights and obligations of the general partners of the Partnership, developers, property manager and guarantors be governed by an Amended and Restated Agreement of Limited Partnership and those Equity Documents listed on **Exhibit C**, together with such other documentation as may be reasonably required in connection with the admission of the Limited Partner to the Partnership (collectively, the "**Equity Documents**");

WHEREAS, SCIDpda, in its applicable Capacities, desires to negotiate, enter into, execute, deliver and perform the applicable obligations under the Equity Documents;

WHEREAS, CRH has approved the issuance of notes in an aggregate principal amount of not to exceed \$52,000,000 (collectively, the "**Governmental Note**"), the proceeds of which will be used to make a loan ("**Project Loan**") to the Partnership to provide financing for a portion of the cost of the acquisition and development of the Project; has determined the terms and covenants of the Governmental Note; has authorized the execution and delivery of a funding loan agreement with respect to the Governmental Note, a project loan agreement providing for repayment of the Project Loan (defined below) and the form of a regulatory agreement governing the use of the Project; has provided for the execution and delivery of the Governmental Note to Capital One, National Association ("**CONA**") and JPMorgan Chase Bank, N.A. ("**Chase**" and together with CONA, the "**Construction Lender**");

WHEREAS, SCIDpda, in its applicable Capacities, desires to negotiate, enter into, execute, deliver and perform its obligations under any documents related to the issuance of the Governmental Note, including but not limited to those Tax-Exempt Loan Documents listed on **Exhibit C**;

WHEREAS, SCIDpda, in its applicable Capacities, has executed a term sheet dated October 29, 2020, a copy of which is attached hereto as **Exhibit B** from CONA, setting forth the preliminary terms of construction financing in the approximate amount of \$48,120,305 to be provided to the Partnership pursuant to the Tax-Exempt Loan Documents;

WHEREAS, SCIDpda, in its applicable Capacities, will execute a commitment with CONA, in its capacity as permanent lender ("**Forward Commitment**"), setting forth the terms upon which, upon conversion and delivery of the Freddie Mac Documents listed on **Exhibit C**, CONA will make a Freddie Mac Forward Tax Exempt Loan through its acquisition of the then-outstanding portion of the Governmental Note in the approximate amount of \$31,197,000 (the "**Term Loan**");

WHEREAS, CONA will execute a commitment with Federal Home Loan Mortgage Corporation ("**Freddie Mac**") setting forth the terms upon which, upon conversion and delivery of the Freddie Mac Documents listed on Exhibit C, that Freddie Mac will purchase the Term Loan from CONA;

WHEREAS, the proceeds of the Governmental Note will fund the Project Loan which will be used solely to pay capital costs for the development of the Project and certain costs of issuing the Governmental Note;

WHEREAS, SCIDPpda, in its applicable Capacities, desires to (i) have the Partnership obtain additional construction financing from CONA in the approximate amount of \$6,723,936 (the "**Taxable Loan**") to be used to pay for costs of the development of the Project and (ii) negotiate, enter into, execute, deliver and perform the applicable obligations under the Taxable Loan Documents listed on **Exhibit C**;

WHEREAS, SCIDpda, in its applicable Capacities, desires to (i) have the Partnership obtain financing from the City of Seattle Office of Housing ("**OH**") in the approximate principal amount of \$6,000,000 (the "**OH Loan**") to be used to pay for costs of the development of the Project and (ii) negotiate, enter into, execute, deliver and perform the applicable obligations under the OH Loan Documents listed on **Exhibit C**;

WHEREAS, SCIDpda, in its applicable Capacities, desires to (i) have the Partnership obtain financing from SHA in an amount not to exceed \$5,000,000 (the "**SHA Loan**") to be used to pay for costs of the development of the Project and (ii) negotiate, enter into, execute, deliver and perform the applicable obligations under the SHA Loan Documents listed on **Exhibit C**;

WHEREAS, SCIDpda, in its applicable Capacities, desires to participate in the development of the Project, serve as co-developer of the Project, and, if required, cause a portion of the developer fee to be deferred and paid out of cash flow from the Project's operations;

WHEREAS, SCIDpda, in its applicable Capacities, desires to (1) have SCIDpda make a loan to the Partnership in the approximate amount of \$2,500,000 (the "**Sponsor Loan 1**") with the proceeds of an upfront lease payment under the Child Care Sublease with Child Care Bonus funds from the City of Seattle Human Services Department ("**HSD**"), which will be used to repay a portion of the Taxable Loan and (ii) negotiate, enter into, execute, deliver and perform the applicable obligations under the Sponsor Loan 1 Documents listed on **Exhibit C**;

WHEREAS, SCIDpda, in its applicable Capacities, desires to (1) have SCIDpda make a loan to the Partnership in the approximate amount of \$800,000 (the "**Sponsor Loan 2**"), with the proceeds of an upfront lease payment under the Child Care Sublease with funds from the Washington State Department of Commerce (the "**State**"), which will be used to repay a portion of the Taxable Loan and (ii) negotiate, enter into, execute, deliver and perform the applicable obligations under the Sponsor Loan 2 Documents listed on

Exhibit C:

WHEREAS, SCIDpda, in its applicable Capacities, desires to (1) have SCIDpda make a loan to the Partnership in the approximate amount of \$1,050,470 (the "**Sponsor Loan 3**"), with the proceeds of an upfront lease payment under the Child Care Sublease with

funds from DLEC's capital campaign, which will be used to repay a portion of the costs to construct the Child Care Space and (ii) negotiate, enter into, execute, deliver and perform the applicable obligations under the Sponsor Loan 3 Documents listed on

Exhibit C;

WHEREAS, SCIDpda, in its applicable Capacities, desires to provide additional funds to the Project (if necessary or advisable) in the approximate amount of \$800,000, which will be in the form of an additional loan from SCIDpda to the Partnership (the "**Sponsor Loan 4**") or through the Managing General Partner, in the form of a capital contribution (the "**Managing General Partner Capital Contribution**");

WHEREAS, SCIDpda, in its applicable Capacities, desires to have CRH and/or the Co General Partner provide additional funds to the Project (if necessary or advisable) in the approximate amount of \$800,000, which will be in the form of a loan from CRH to the Partnership (the "**Sponsor Loan 5**") or through the Co General Partner, in the form of a capital contribution (the "**Co General Partner Capital Contribution**");

WHEREAS, the Partnership's obligations with respect to the Governmental Note, Project Loan, the Term Loan, Taxable Loan, OH Loan, SHA Loan, Sponsor Loan 1, Sponsor Loan 2, Sponsor Loan 3, Sponsor Loan 4 or the Managing General Partner Capital Contribution, and Sponsor Loan 5 or the Co General Partner Capital Contribution (the "**Project Loans**") will be evidenced by those Documents listed on **Exhibit C** attached hereto, and such other documentation as may be reasonably required in connection with the making of the various loans to the Partnership, all with terms as approved by the Authorized Representative (as defined herein) (collectively, the "**Financing Documents**");

WHEREAS, SCIDpda, in its applicable Capacities, desires to negotiate, enter into, execute, deliver and perform the applicable obligations under the Financing Documents;

WHEREAS, SCIDpda may be asked to act as guarantor for any of the Project Loans or the Equity Investment, and SCIDpda has found it to be in the best interests in its applicable Capacities to act as guarantor for any of the Project Loans and Equity Investment, as applicable, in furtherance of the foregoing;

WHEREAS, SCIDpda may be asked to act as guarantor for obligations of SCIDPDA arising under the Child Care Master Lease, and SCIDpda has found it to be in the best interests in its applicable Capacities to act as guarantor for any of the obligations of SCIDPDA arising under the Child Care Master Lease, as applicable, in furtherance of the foregoing;

WHEREAS, SCIDpda, in its applicable Capacities, desires to negotiate, enter into, execute, deliver and perform the applicable obligations under any documents related to the design, development and construction of the Project, including but not limited to those Development Documents listed on **Exhibit C**;

WHEREAS, SCIDpda has advanced funds for predevelopment costs for the Project, which funds shall be reimbursed to SCIDpda upon the closing of the financing;

WHEREAS, SCIDpda, in its applicable Capacities, desires to have SCIDpda serve as the property manager of the Project; and

WHEREAS, the Board of SCIDpda deems it to be in the best interest of SCIDpda to take all actions reasonably necessary or advisable to (i) serve as Managing General Partner; (ii) cause the Partnership to enter into the Ground Lease; (iii) enter into the Child Care Master Lease, Retail Master Lease, and Child Care Sublease; (iv) close on the Project

Loans and Equity Investment; (v) serve as guarantor for any of the Project Loans, Equity Investment and obligations of SCIDpda arising under the Child Care Master Lease and Retail Master Lease; (vi) serve as developer of the Project; (vii) serve as property manager of the Project; and (viii) conduct predevelopment work in furtherance of the development of the Project.

RESOLUTIONS

NOW, THEREFORE, BE IT RESOLVED by the Board of SCIDpda as follows:

1. The above recitals are hereby incorporated into these Resolutions.
2. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to serve as the Managing General Partner and to enter into, execute, and deliver all such documents as may be required or advisable to be admitted as a general partner of the Partnership.
3. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to take such actions as may be reasonably required in order for the Partnership to construct, develop and operate the Project.
4. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to negotiate, execute and deliver such documents as may be reasonably required in order for the Partnership to lease the Property from SHA, including, but not limited to, the Ground Lease.
5. That SCIDPDA, in its applicable Capacities, is authorized, empowered and directed to negotiate, execute and deliver such documents as may be reasonably required in order for the Partnership to lease the Child Care Space and Retail Space to SCIDpda, including, but not limited to, the Child Care Master Lease and Retail Master Lease.
6. That SCIDPDA, in its applicable Capacities, is authorized, empowered and directed to negotiate, execute and deliver such documents as may be reasonably required in order for SCIDpda to sublease the Child Care Space to DLEC, including, but not limited to, the Child Care Sublease.
7. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to negotiate, enter into, execute and deliver the Tax Credit Documents listed on **Exhibit C** and such other documents as may be required in connection with the award of the Tax Credits.
8. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to negotiate, enter into, execute and deliver the Equity Documents listed on **Exhibit C** and such other documents as may be required by the Limited Partner in connection with the Limited Partner's admission to the Partnership.
9. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to negotiate, enter into, execute and deliver the Forward Commitment and the Financing Documents listed on **Exhibit C**, including, but not limited to, the Tax-Exempt Loan Documents, Project Loan Documents, Freddie Mac Loan Documents, Taxable Loan Documents, OH Loan Documents, SHA Loan Documents, Sponsor Loan 1 Documents, Sponsor Loan 2 Documents, Sponsor Loan 3 Documents, Sponsor Loan 4 or Managing General Partner Capital Contribution, Sponsor Loan 5 or the Co General Partner Capital Contribution and any such other documents as may be required with respect to the

Governmental Note, Project Loan (including, without limitation, the issuance, sale and conversion thereof), Term Loan, Taxable Loan, OH Loan, SHA Loan, Sponsor Loan 1, Sponsor Loan 2, Sponsor Loan 3, Sponsor Loan 4 or the Managing General Partner Capital Contribution, and Sponsor Loan 5 or the Co General Partner Capital Contribution.

10. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to serve as the guarantor under, and negotiate, enter into, execute and deliver, the guarantees listed on **Exhibit C** and such other documents as may be required by the Limited Partner, Construction Lender, Freddie Mac and any other party providing financing for the Project.
11. That SCIDpda, in its applicable Capacities, is authorized and empowered to defer any portion of the developer fee payable to SCIDpda by the Partnership to be paid out of Project cash flow.
12. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to execute and deliver such documents as may be required for the design, construction, and development of the Project, including, but not limited to, the Development Documents listed on **Exhibit C**.
13. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to serve as the property manager of the Project and to execute and deliver such documents as may be required to serve as property manager of the Project, including but not limited to the Property Management Agreement listed on **Exhibit C** and such other documents as may be required by the Limited Partner, Construction Lender, Freddie Mac and any other party providing financing for the Project.
14. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to execute and deliver any other documents as may be required to finance the development and construction of the Project, including but not limited to those Miscellaneous Documents listed on **Exhibit C**.
15. That SCIDpda, in its applicable Capacities, is authorized, empowered and directed to undertake such further acts and to execute and deliver such other documents as may be deemed reasonably necessary or proper in order to carry into effect any of the provisions of these Resolutions.
16. That any and all documents hereby authorized to be executed on behalf of SCIDpda are authorized to be executed or taken by any one of the following individuals, acting alone, or their duly appointed successors (the "**Authorized Representatives**"): Maiko Winkler-Chin, Executive Director
Mindy Au, Board President
17. Any one Authorized Representative is authorized, empowered and directed to take such further action on behalf of the SCIDpda, in its applicable Capacities, as such Authorized Representative may deem necessary to effectuate the foregoing.
18. That any and all acts authorized pursuant to these Resolutions and performed prior to the passage of these Resolutions are hereby ratified and affirmed.

Moved: Wayne Lau

Seconded: Cindy Ju

Board Approved: Aileen Balahadia, David Della, Elliot Sun, Jerilyn Young, Mindy Au, Scott Yasui, Tiernan Martin, Wayne Lau, Lisa Nitze, Cindy Ju, May Wu

Abstained: Casey Huang

Absent: 3

Sound Transit updates

Maiko explained SCIDpda and other community organizations around the Jackson hub have been working with Sound Transit on the Jackson Hub planning process. The Jackson Hub project was put on hold during the pandemic. Sound Transit has asked community organizations for feedback before Sound Transit puts out an environmental impact statement. SCIDpda along with other community organizations have signed a request to the city to engage the community in the Jackson Hub planning process.

The board voted to create an Ad Hoc Sound Transit Committee. The purpose of the committee is to keep the board informed and to learn more about the Sound Transit 3 project, its impacts on the community, and the role and impact of ST3 project partner entities (e.g. City of Seattle). The board has allowed the committee to involve neighborhood stakeholders in their work if needed; the committee may not take positions on the project, but their recommendations are expected to be discussed with the board in order to form organizational positions. Their work is anticipated to help the organization develop positions on the preferred alignment and to participate in the environmental impact statement process. The board appointed – Lisa Nitze, David Della, and Tiernan Martin.

Moved: Lisa Nitze

Seconded: Casey Huang

Board Approved: Aileen Balahadia, David Della, Elliot Sun, Jerilyn Young, Mindy Au, Scott Yasui, Tiernan Martin, Wayne Lau, Lisa Nitze, Cindy Ju, May Wu, Casey Huang

Abstained: 0

Absent: 3

COVID Updates

Jared briefed the board on COVID-19 updates regarding residential and commercial support. SCIDpda continues to do food deliveries. Jared mentioned the organization will be hiring a resident services coordinator position.

Jared and Jamie explained SCIDpda has been facilitating COVID-19 vaccine sites for our tenants and other community members living or working in the neighborhood. The organization is working with ICHS and the Seattle Fire Department to distribute the COVID-19 vaccines.

4. Board Business

Real Estate Development

Maiko explained the real estate development committee will talk about the North Lot development next month.

Community Initiatives

Tiernan explained the community initiatives team will be planning the annual SCIDpda bash in June.

Other Committees

Mindy explained the strategic planning committee and the community initiatives committee discussed SCIDpda's role in community engagement.

5. Adjourn

The meeting was adjourned by Mindy Au, Board Chair, at 7:10 p.m.

Seattle Chinatown International District Preservation and Development Authority
 409 Maynard Avenue S, Suite P2
 Seattle, WA 98114

Expenditure Certification Memorandum

DATE: 2/27/2021
 TO: Board of Directors
 FROM: Vern Wood, Deputy Director
 RE: February 2021 Expenditure Certification

I, Vern Wood, do hereby certify that the materials have been furnished, the services rendered or the labor performed herein; 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

| | | | | | | |
|----------------------------|------------------|------|-----|-------------------------------|-----------|-------------------|
| Computer Run Checks | General Checking | 1744 | to | 1755 | \$ | 12,599.59 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 61,980.19 |
| | | | | Bush Hotel Commercial | \$ | 74,579.78 |
| Computer Run Checks | General Checking | 1731 | to | 1735 | \$ | 23,890.40 |
| | | | | Bush Hotel Condo | \$ | 23,890.40 |
| Computer Run Checks | General Checking | 198 | to | 199 | \$ | 17,946.66 |
| | | | | Bush Hotel QalicB | \$ | 17,946.66 |
| Computer Run Checks | General Checking | 989 | to | 1010 | \$ | 43,383.64 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 15,781.12 |
| | | | | Bush Hotel Residential | \$ | 59,164.76 |
| Computer Run Checks | General Checking | 210 | to | 210 | \$ | 1,125.36 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 98,725.23 |
| | | | | CIDpda | \$ | 99,850.59 |
| Computer Run Checks | General Checking | 3648 | to | 3665 | \$ | 51,459.52 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 24,862.81 |
| | | | | DVA | \$ | 76,322.33 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 75.73 |
| | | | | Hinghay | \$ | 75.73 |
| Computer Run Checks | General Checking | 652 | to | 666 | \$ | 75,279.40 |
| Electronic Funds Transfers | Bond Revenue | | eft | | \$ | 340,000.00 |
| | | | | IDVS1 Commercial | \$ | 415,279.40 |

| | | | | | | |
|----------------------------|------------------|------|-----|------------------------------------|----|------------------------|
| Computer Run Checks | General Checking | 237 | to | 241 | \$ | 25,516.74 |
| | | | | IDVS2 Condo | \$ | 25,516.74 |
| Computer Run Checks | General Checking | 376 | to | 382 | \$ | 26,619.29 |
| Electronic Funds Transfers | Bond Revenue | | eft | | \$ | 15,000.00 |
| | | | | IDVS2 Library & Parking | \$ | 41,619.29 |
| Computer Run Checks | General Checking | 501 | to | 508 | \$ | 11,895.53 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 4,812.34 |
| | | | | IDVS2 Commercial | \$ | 16,707.87 |
| Computer Run Checks | General Checking | 839 | to | 849 | \$ | 8,089.35 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 21,774.06 |
| | | | | New Central Commercial | \$ | 29,863.41 |
| Computer Run Checks | General Checking | 241 | to | 244 | \$ | 8,550.23 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 19,549.92 |
| | | | | New Central Hotel | \$ | 28,100.15 |
| Computer Run Checks | General Checking | 112 | to | 112 | \$ | 60.00 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 37,826.81 |
| | | | | New Central Master Tenant | \$ | 37,886.81 |
| Computer Run Checks | General Checking | 994 | to | 1005 | \$ | 13,365.33 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 18,313.75 |
| | | | | New Central Residential | \$ | 31,679.08 |
| Computer Run Checks | General Checking | 1978 | to | 2025 | \$ | 238,918.49 |
| Electronic Funds Transfers | General Checking | | eft | | \$ | 17,321.16 |
| Electronic Funds Transfers | LGIP | | eft | | \$ | 250,000.00 |
| | | | | SCIDpda | \$ | 506,239.65 |
| | | | | | | \$ 1,484,722.65 |

The above checks and electronic fund transfers are hereby approved by a majority of all members of the SCIDpda Board and signed by me in open session in authentication of their approval on this _____ day of _____ 2021.

Treasurer

Chair

SCID Check Summary

Property=bhcomm,bhcondo,bhfund,bhmanagr,bhmaster,bhqalib,bhres,cidpda,design,design01,design02,design03,design04,design05,design06,design07,design08,design09,design10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design20,dva,ethbc,hinghay,idvs1com,idvs2com,idvs2con,idvs2lp,loumural,ncentcom,ncentres,nchotel,ncmanagr,ncmaster,pdacmnty,pdadedv,pdamaint,pdaprop,scid AND mm/yy=02/2021-02/2021 AND All Checks=Yes

| Check# | Vendor | Check Date | Total Check | Note |
|------------------------------------------|-----------------------------------------------------------|------------|------------------|---------------------------------------------|
| bhcommop - General Checking | | | | |
| 1744 | jondon - Jon-Don | 2/4/2021 | 22.50 | Janitorial - Supplies |
| 1745 | verwir - Verizon Wireless | 2/4/2021 | 9.44 | Telecomm |
| 1746 | eltsys - ELTEC Systems, LLC | 2/11/2021 | 341.11 | Elevator - Contract |
| 1747 | pdamaint - SCIDpda Maintenance Dept | 2/11/2021 | 5,874.10 | Maintenance WOs |
| 1748 | repser - Republic Services | 2/11/2021 | 2,433.31 | Garbage/Waste Removal |
| 1749 | welfar - Wells Fargo | 2/11/2021 | 7.89 | Telecomm |
| 1750 | welfar - Wells Fargo | 2/11/2021 | 110.15 | Supplies |
| 1751 | cedgro - Cedar Grove Organics Recycling | 2/18/2021 | 134.00 | Garbage/Waste Removal |
| 1752 | cenlin - CenturyLink | 2/18/2021 | 68.37 | Telecomm |
| 1753 | wasman - Waste Management of Seattle | 2/18/2021 | 3,086.86 | Garbage/Waste Removal |
| 1754 | wesext - Western Exterminator Company | 2/18/2021 | 137.63 | Pest Control |
| 1755 | guasec - Guardian Security Systems, Inc | 2/25/2021 | 374.23 | Access Control Systems |
| ACH | bushllc - SCIDpda Bush Residential LLC | 2/4/2021 | 11,853.66 | Maintenance WOs - correcting property split |
| ACH | bushqali - SCIDpda Bush Hotel QALICB LLC | 2/11/2021 | 36,750.00 | Rent |
| ACH | bushcond - SCIDPDA Bush Hotel Condo Association | 2/22/2021 | 13,376.53 | Condo Billing |
| Total bhcommop - General Checking | | | 74,579.78 | |
| bhcondop - General Checking | | | | |
| 1731 | ipfscorp - IPFS Corporation | 2/11/2021 | 5,211.76 | Insurance |
| 1732 | citseacu - City of Seattle-Combined Utilities | 2/18/2021 | 6,011.58 | Garbage/Waste Removal & Water/Sewer |
| 1733 | pugsou - Puget Sound Energy | 2/18/2021 | 3,479.15 | Natural Gas |
| 1734 | seacitli - Seattle City Light | 2/18/2021 | 1,728.63 | Electricity |
| 1735 | tromorfs - Trotter & Morton Facility Service of PNW, Inc. | 2/18/2021 | 7,459.28 | HVAC/Boiler Maint - Contract |
| Total bhcondop - General Checking | | | 23,890.40 | |
| bhqalop - General Checking | | | | |
| 198 | finnei - Finney Neill & Co. P.S. | 2/11/2021 | 383.50 | Audit Fees |
| 199 | subsol - Submeter Solutions Inc. | 2/18/2021 | 17,563.16 | Furniture, Fixtures & Equipment |
| Total bhqalop - General Checking | | | 17,946.66 | |
| bhresope - General Checking | | | | |
| 989 | busimp - Business Impact NW | 2/4/2021 | 1,604.68 | Loan Payment - Monthly |
| 990 | seacitli - Seattle City Light | 2/4/2021 | 716.35 | Electricity |
| 991 | searub - Seattle Rubbish Removal | 2/4/2021 | 101.63 | Garbage/Waste Removal |
| 992 | verwir - Verizon Wireless | 2/4/2021 | 109.83 | Telecomm |
| 993 | wesext - Western Exterminator Company | 2/4/2021 | 275.25 | Pest Control |
| 994 | finnei - Finney Neill & Co. P.S. | 2/11/2021 | 625.00 | Audit Fees |
| 995 | hdsupp - HD Supply Facilities Maintenance, LTD | 2/11/2021 | 223.65 | Supplies |
| 996 | seacitli - Seattle City Light | 2/11/2021 | 496.70 | Electricity |
| 997 | welfar - Wells Fargo | 2/11/2021 | 21.35 | Telecomm |
| 998 | welfar - Wells Fargo | 2/11/2021 | 26.17 | Telecomm |
| 999 | welfar - Wells Fargo | 2/11/2021 | 31.10 | Telecomm |
| 1000 | welfar - Wells Fargo | 2/11/2021 | 31.10 | Telecomm |
| 1001 | welfar - Wells Fargo | 2/11/2021 | 37.86 | Telecomm |
| 1002 | welfar - Wells Fargo | 2/11/2021 | 135.72 | Telecomm & Annual Report |
| 1003 | welfar - Wells Fargo | 2/11/2021 | 1,011.37 | Supplies, Appliances & UTO Flooring |
| 1004 | eltsys - ELTEC Systems, LLC | 2/18/2021 | 1,273.54 | Elevator - Contract |
| 1005 | pdamaint - SCIDpda Maintenance Dept | 2/18/2021 | 15,170.27 | Maintenance WOs |
| 1006 | scidpda - SCIDpda | 2/18/2021 | 17,054.64 | ID Billing |
| 1007 | cenlin - CenturyLink | 2/25/2021 | 71.14 | Telecomm |
| 1008 | lowes - Lowe's | 2/25/2021 | 4,213.93 | UTO - Other Vendors & Supplies |
| 1009 | orcinf - Orca Information Inc | 2/25/2021 | 126.00 | Credit Screening Fee |
| 1010 | paclam - Pacific Lamp & Supply Company | 2/25/2021 | 26.36 | Supplies |
| ACH | bushcond - SCIDPDA Bush Hotel Condo Association | 2/22/2021 | 15,781.12 | Condo Billing |
| Total bhresope - General Checking | | | 59,164.76 | |

| Check# | Vendor | Check | Total | Note |
|-----------------------------------------------|-----------------------------------------------|-----------|-------------------|---------------------------------------|
| | | Date | Check | |
| cidpdao3 - General Checking | | | | |
| 210 | cidpda - CIDpda 501c(3) | 2/4/2021 | 1,125.36 | Paul Mar Scholarship Fund |
| ACH | scidpda - SCIDpda | 2/8/2021 | 19.08 | ID Billing |
| ACH | scidpda - SCIDpda | 2/8/2021 | 74,206.15 | Donation Distribution |
| ACH | scidpda - SCIDpda | 2/22/2021 | 24,500.00 | Donation Distribution |
| Total cidpdao3 - General Checking | | | 99,850.59 | |
| cobocap1 - Comm Bond Revenue | | | | |
| ACH | idvs2lib - IDVS2 Library/Parking | 2/22/2021 | 15,000.00 | Transfer for Operating Expenses |
| Total cobocap1 - Comm Bond Revenue | | | 15,000.00 | |
| dvaop - General Checking | | | | |
| 3648 | idvs2lib - IDVS2 Library/Parking | 2/4/2021 | 17,954.58 | Loan Payment - Monthly |
| 3649 | sou gla - Southeast Glass, Inc | 2/4/2021 | 302.78 | Maintenance WOs |
| 3650 | verwir - Verizon Wireless | 2/4/2021 | 75.19 | Telecomm |
| 3651 | eltsys - ELTEC Systems, LLC | 2/11/2021 | 670.49 | Elevator - Contract |
| 3652 | paclam - Pacific Lamp & Supply Company | 2/11/2021 | 287.10 | Supplies |
| 3653 | seacitli - Seattle City Light | 2/11/2021 | 13.20 | Electricity |
| 3654 | shewil - Sherwin-Williams Co. | 2/11/2021 | 319.84 | UTO - Other Vendor |
| 3655 | welfar - Wells Fargo | 2/11/2021 | 44.95 | Telecomm |
| 3656 | pdamaint - SCIDpda Maintenance Dept | 2/18/2021 | 11,762.83 | Maintenance WOs |
| 3657 | ahmw as - AHMA of Washington | 2/18/2021 | 171.00 | Dues |
| 3658 | pugsou - Puget Sound Energy | 2/18/2021 | 4,256.65 | Natural Gas |
| 3659 | scidpda - SCIDpda | 2/18/2021 | 11,396.67 | ID Billing |
| 3660 | watsec - Watson Security | 2/18/2021 | 21.70 | Locks/Keys |
| 3661 | wavbro - WAVE | 2/18/2021 | 93.24 | Telecomm |
| 3662 | cenlin - CenturyLink | 2/25/2021 | 441.34 | Telecomm |
| 3663 | lowes - Lowe's | 2/25/2021 | 3,080.71 | UTO Flooring Coverings |
| 3664 | t0000210 - Mai | 2/25/2021 | 292.00 | Security Deposit - Refund |
| 3665 | wesext - Western Exterminator Company | 2/25/2021 | 275.25 | Pest Control |
| ACH | idvsfh - IDVS 2 Family Housing LLC | 2/15/2021 | 2,514.73 | Replacement Reserve Deposit - Monthly |
| ACH | idvs2con - IDVS2 Condo Association | 2/22/2021 | 22,348.08 | Condo Billing |
| Total dvaop - General Checking | | | 76,322.33 | |
| hingop2 - General Checking | | | | |
| ACH | paypal - PayPal | 2/9/2021 | 75.73 | Bank Fee/Charges |
| Total hingop2 - General Checking | | | 75.73 | |
| idvs2op4 - General Checking | | | | |
| 501 | verwir - Verizon Wireless | 2/4/2021 | 1.86 | Telecomm |
| 502 | welfar - Wells Fargo | 2/11/2021 | 4.73 | Telecomm |
| 503 | wesext - Western Exterminator Company | 2/11/2021 | 110.10 | Pest Control |
| 504 | pdamaint - SCIDpda Maintenance Dept | 2/18/2021 | 2,593.60 | Maintenance WOs |
| 505 | idvs2con - IDVS2 Condo Association | 2/18/2021 | 5,471.51 | Condo Billing |
| 506 | repser - Republic Services | 2/18/2021 | 1,328.89 | Garbage/Waste Removal |
| 507 | scidpda - SCIDpda | 2/18/2021 | 520.06 | ID Billing |
| 508 | wasman - Waste Management of Seattle | 2/18/2021 | 1,864.78 | Garbage/Waste Removal |
| ACH | herban - Heritage Bank | 2/20/2021 | 4,812.34 | Loan Payment - Monthly |
| Total idvs2op4 - General Checking | | | 16,707.87 | |
| idvsreve - Revenue Account-Trust | | | | |
| ACH | scidpda - SCIDpda | 2/22/2021 | 190,000.00 | Distributions |
| ACH | idvs1co - IDVS 1 Commercial | 2/22/2021 | 150,000.00 | Transfer to cover Operating Expenses |
| Total idvsreve - Revenue Account-Trust | | | 340,000.00 | |
| nccomop2 - General Checking | | | | |
| 839 | verwir - Verizon Wireless | 2/4/2021 | 6.64 | Telecomm |
| 840 | eltsys - ELTEC Systems, LLC | 2/11/2021 | 274.29 | Elevator - Contract |
| 841 | pdamaint - SCIDpda Maintenance Dept | 2/11/2021 | 3,373.80 | Maintenance WOs |
| 842 | seacitli - Seattle City Light | 2/11/2021 | 525.29 | Electricity |
| 843 | welfar - Wells Fargo | 2/11/2021 | 71.83 | Telecomm & Annual Report |
| 844 | welfar - Wells Fargo | 2/11/2021 | 12.00 | Supplies |
| 845 | citseacu - City of Seattle-Combined Utilities | 2/18/2021 | 2,035.67 | Water/Sewer |

| Check# | Vendor | Check Date | Check | Total | Note |
|------------------------------------------|---------------------------------------------------|------------|------------------|-------|-----------------------------------------|
| 846 | scidpda - SCIDpda | 2/18/2021 | 1,193.36 | | ID Billing |
| 847 | wasman - Waste Management of Seattle | 2/18/2021 | 29.45 | | Garbage/Waste Removal |
| 848 | wesext - Western Exterminator Company | 2/18/2021 | 110.10 | | Pest Control |
| 849 | actjac - Action Jackson Drain Cleaning & Plumbing | 2/25/2021 | 456.92 | | Plumbing |
| ACH | newcenmt - New Central Hotel Master Tenant LLC | 2/22/2021 | 21,774.06 | | Rent & Insurance |
| Total nccomop2 - General Checking | | | 29,863.41 | | |
| nchotop - General Checking | | | | | |
| 241 | finnei - Finney Neill & Co. P.S. | 2/11/2021 | 424.00 | | Audit Fees |
| 242 | ipfscorp - IPFS Corporation | 2/11/2021 | 2,651.64 | | Insurance |
| 243 | welfar - Wells Fargo | 2/11/2021 | 60.00 | | Annual Report |
| 244 | easwes - East-West Investment Co. | 2/18/2021 | 5,414.59 | | Ground Lease Expense |
| ACH | welfar - Wells Fargo | 2/10/2021 | 19,549.92 | | Loan Payment - Monthly |
| Total nchotop - General Checking | | | 28,100.15 | | |
| ncmaster - General Checking | | | | | |
| 112 | welfar - Wells Fargo | 2/11/2021 | 60.00 | | Annual Report |
| ACH | newcenth - New Central Hotel LLC | 2/22/2021 | 37,826.81 | | Rent & Insurance |
| Total ncmaster - General Checking | | | 37,886.81 | | |
| nccresop - General Checking | | | | | |
| 994 | cenlin - CenturyLink | 2/4/2021 | 65.16 | | Telecomm |
| 995 | verwir - Verizon Wireless | 2/4/2021 | 86.80 | | Telecomm |
| 996 | wesext - Western Exterminator Company | 2/4/2021 | 275.25 | | Pest Control |
| 997 | eltsys - ELTEC Systems, LLC | 2/11/2021 | 274.29 | | Elevator - Contract |
| 998 | seacitli - Seattle City Light | 2/11/2021 | 5,027.11 | | Electricity |
| 999 | welfar - Wells Fargo | 2/11/2021 | 82.08 | | Telecomm & Annual Report |
| 1000 | welfar - Wells Fargo | 2/11/2021 | 15.63 | | Supplies |
| 1001 | ahmwas - AHMA of Washington | 2/18/2021 | 84.00 | | Dues |
| 1002 | citseacu - City of Seattle-Combined Utilities | 2/18/2021 | 2,223.64 | | Water/Sewer |
| 1003 | pugsou - Puget Sound Energy | 2/18/2021 | 456.02 | | Natural Gas |
| 1004 | scidpda - SCIDpda | 2/18/2021 | 4,318.44 | | ID Billing |
| 1005 | actjac - Action Jackson Drain Cleaning & Plumbing | 2/25/2021 | 456.91 | | Plumbing |
| ACH | newcentr - SCIDPDA New Central Apartments, Inc | 2/15/2021 | 428.00 | | Replacement Reserve Deposit - Monthly |
| ACH | newcenmt - New Central Hotel Master Tenant LLC | 2/22/2021 | 17,885.75 | | Rent & Insurance |
| Total nccresop - General Checking | | | 31,679.08 | | |
| pdaopacc - General Checking | | | | | |
| 1978 | kaifou - of Washington Options Inc | 2/1/2021 | 21,249.89 | | Payroll Benefits - Medical |
| 1979 | visser - Vision Service Plan | 2/1/2021 | 314.72 | | Payroll Benefits - Vision |
| 1980 | wasden - Delta Dental of Washington | 2/1/2021 | 2,176.95 | | Payroll Benefits - Dental |
| 1987 | bushcomm - SCIDpda Bush Hotel Commercial | 2/4/2021 | 14,537.80 | | Rent |
| 1988 | hartfo - The Hartford | 2/4/2021 | 852.81 | | Payroll Benefits - Life Insurance |
| 1989 | idvs2lib - IDVS2 Library/Parking | 2/4/2021 | 145.00 | | Employee Benefits Payable - Parking |
| 1990 | intpark - Interim Parking Services | 2/4/2021 | 440.00 | | Employee Benefits Payable - Parking |
| 1991 | intpark - Interim Parking Services | 2/4/2021 | 440.00 | | Employee Benefits Payable - Parking |
| 1992 | newcentc - SCIDPDA New Central Commercial, Inc | 2/4/2021 | 1,186.44 | | Rent |
| 1993 | nwiglo - NWI Global | 2/4/2021 | 496.11 | | Program - Translation/Interpreters |
| 1994 | offdep - Office Depot | 2/4/2021 | 14.37 | | Office Supplies/Equipment |
| 1995 | ricusa - Ricoh USA, Inc | 2/4/2021 | 370.65 | | Copier Lease/Maintenance |
| 1996 | therus - The Rushing Company, LLC | 2/4/2021 | 2,500.00 | | Development Project - North Lot Housing |
| 1997 | verwir - Verizon Wireless | 2/4/2021 | 788.52 | | Telecomm |
| 1998 | webtho - Weber Thompson | 2/4/2021 | 61,197.25 | | Development Project - North Lot Housing |
| 1999 | idvs2lib - IDVS2 Library/Parking | 2/4/2021 | 20,000.00 | | Distributions |
| 2000 | impcap - Impact Capital | 2/11/2021 | 4,139.18 | | Development Project - North Lot Housing |
| 2001 | intpark - Interim Parking Services | 2/11/2021 | 270.00 | | Employee Benefits Payable - Parking |
| 2002 | navben - Navia Benefit Solutions | 2/11/2021 | 772.65 | | Payroll Benefits |
| 2003 | novcom - Novogradac & Company LLP | 2/11/2021 | 950.00 | | Training/Education |
| 2004 | pdamaint - SCIDpda Maintenance Dept | 2/11/2021 | 1,868.25 | | Maintenance WOs |
| 2005 | seacitli - Seattle City Light | 2/11/2021 | 94.24 | | Electricity |
| 2006 | tecave - Techie Avenger Inc | 2/11/2021 | 1,333.59 | | Computer - Maintenance |
| 2007 | urbfor - Urban Forestry Services | 2/11/2021 | 525.00 | | Development Project - North Lot Housing |
| 2008 | watcon - Watanabe Consultation | 2/11/2021 | 1,856.25 | | Professional Fees/Consulting |
| 2009 | wavbro - WAVE | 2/11/2021 | 132.45 | | Telecomm |

| Check# | Vendor | Check | Total | Note |
|------------------------------------------|-----------------------------------------------------------|-----------|---------------------|---------------------------------------------------------------------------|
| | | Date | Check | |
| 2010 | welfar - Wells Fargo | 2/11/2021 | 447.02 | Office Supplies/Equipment & Employee Benefits Payable - Parking |
| 2011 | welfar - Wells Fargo | 2/11/2021 | 3,022.21 | Computer Software/Hardware, Postage & Office Supplies |
| 2012 | welfar - Wells Fargo | 2/11/2021 | 509.50 | Development Project - North Lot Housing |
| 2013 | welfar - Wells Fargo | 2/11/2021 | 395.69 | Training/Education & Office Supplies/Equipment |
| 2014 | welfar - Wells Fargo | 2/11/2021 | 39.99 | Training & Education |
| 2015 | welfar - Wells Fargo | 2/11/2021 | 622.43 | Program Expenses, Dues & Computer Software/Hardware |
| 2016 | busrhi - Bush, Roed & Hitchings, Inc. | 2/18/2021 | 1,980.00 | Development Project - North Lot Housing |
| 2017 | magcon - Magnum Construction Services, LTD. | 2/18/2021 | 989.80 | Program - Subcontracts |
| 2018 | thipla - Third Place Design Co-operative Inc. | 2/18/2021 | 9,347.85 | Development Project - North Lot Housing |
| 2019 | traval - Valerie Tran | 2/18/2021 | 18.66 | Program - Supplies |
| 2020 | webtho - Weber Thompson | 2/18/2021 | 77,706.77 | Development Project - North Lot Housing |
| 2021 | aliflo - Alice's Floral Designs | 2/25/2021 | 500.00 | Program - Supplies |
| 2022 | omumik - Omura | 2/25/2021 | 150.00 | Telecomm |
| 2023 | paclaw - Pacifica Law Group | 2/25/2021 | 178.50 | Legal - Administrative |
| 2024 | quapre - Quality Press, Inc. | 2/25/2021 | 908.40 | Supplies |
| 2025 | staaud - State Auditor's Office | 2/25/2021 | 3,449.55 | Audit Fees |
| ACH | newcentc - SCIDPDA New Central Commercial, Inc | 2/22/2021 | 15,000.00 | Cash Flow Loan |
| ACH | stwasec - State of WA - Secretary of State | 2/25/2021 | 133.66 | B&O Tax |
| ACH | scidpda - SCIDpda | 2/15/2021 | 2,187.50 | LH Replacement Reserve Deposit - Monthly |
| Total pdaopacc - General Checking | | | 256,239.65 | |
| pdaopre3 - LGIP | | | | |
| ACH | scidpda - SCIDpda | 2/4/2021 | 250,000.00 | Transfer for Operating Expenses (Development Project - North Lot Housing) |
| Total pdaopre3 - LGIP | | | 250,000.00 | |
| vs1op - General Checking | | | | |
| 652 | cenlin - CenturyLink | 2/4/2021 | 80.99 | Telecomm |
| 653 | tromorfs - Trotter & Morton Facility Service of PNW, Inc. | 2/4/2021 | 10,990.46 | HVAC/Boiler Maint - Contract |
| 654 | verwir - Verizon Wireless | 2/4/2021 | 28.79 | Telecomm |
| 655 | eltsys - ELTEC Systems, LLC | 2/11/2021 | 1,365.43 | Elevator - Contract |
| 656 | ipfscorp - IPFS Corporation | 2/11/2021 | 2,685.81 | Insurance8 |
| 657 | pdamaint - SCIDpda Maintenance Dept | 2/11/2021 | 1,549.70 | Maintenance WOs |
| 658 | pugsou - Puget Sound Energy | 2/11/2021 | 1,687.77 | Natural Gas |
| 659 | repser - Republic Services | 2/11/2021 | 2,099.69 | Garbage/Waste Removal |
| 660 | welfar - Wells Fargo | 2/11/2021 | 4.73 | Telecomm |
| 661 | welfar - Wells Fargo | 2/11/2021 | 5.30 | Postage |
| 662 | citseacu - City of Seattle-Combined Utilities | 2/18/2021 | 8,098.57 | Water/Sewer |
| 663 | pugsou - Puget Sound Energy | 2/18/2021 | 463.20 | Natural Gas |
| 664 | scidpda - SCIDpda | 2/18/2021 | 24,091.65 | ID Billing |
| 665 | seacitli - Seattle City Light | 2/18/2021 | 17,283.93 | Electricity |
| 666 | wasman - Waste Management of Seattle | 2/18/2021 | 4,843.38 | Garbage/Waste Removal |
| Total vs1op - General Checking | | | 75,279.40 | |
| vs2conop - General Checking | | | | |
| 237 | cenlin - CenturyLink | 2/11/2021 | 66.22 | Telecomm |
| 238 | ipfscorp - IPFS Corporation | 2/11/2021 | 6,812.41 | Insurance |
| 239 | pdamaint - SCIDpda Maintenance Dept | 2/11/2021 | 423.00 | Maintenance WOs |
| 240 | seacitli - Seattle City Light | 2/11/2021 | 3,215.11 | Electricity |
| 241 | idvs2com - IDVS 2 Commercial | 2/18/2021 | 15,000.00 | Note Payable - balance paid off |
| Total vs2conop - General Checking | | | 25,516.74 | |
| vs2lpop - General Checking | | | | |
| 376 | usbank - US Bank/TFM/97298300/Julie Kammueler | 2/4/2021 | 14,794.79 | Loan Payment - Monthly |
| 377 | verwir - Verizon Wireless | 2/4/2021 | 36.88 | Telecomm |
| 378 | eltsys - ELTEC Systems, LLC | 2/11/2021 | 307.29 | Elevator - Contract |
| 379 | pdamaint - SCIDpda Maintenance Dept | 2/11/2021 | 286.00 | Maintenance WOs |
| 380 | welfar - Wells Fargo | 2/11/2021 | 18.92 | Telecomm |
| 381 | idvs2con - IDVS2 Condo Association | 2/18/2021 | 2,690.92 | Condo Billing |
| 382 | scidpda - SCIDpda | 2/18/2021 | 8,484.49 | ID Billing |
| Total vs2lpop - General Checking | | | 26,619.29 | |
| | | | 1,484,722.65 | |

Concurrence Requests:

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.*

March 2021 Items

Community Initiatives, Jamie Lee lead

Office of Economic Development, Only in Seattle - \$100,000

\$25,000 – Staffing for business response and recovery work

\$65,000 – Business Development Consultant (Shanti Breznau)

\$10,000 – Translations for small business relief team

SCIDpda Staff Reports – March 2021

Executive Director

Maiko Winkler-Chin

In lieu of a regular report, I submitting 2 documents:

- Email to the Washington State Housing Finance Commission on February 25th related the recent bond decision
- Press Release from the City of Seattle regarding their vaccine clinic at Lumen Field because I participated in that announcement

You will see the Advocacy Screen – it has been edited slightly to better reflect word choices and concepts. It's a few slight changes, but the group felt it was better this way. I do not think most of you will notice. We will be using it during the board meeting.

Much of the month has been spent on a variety of topics related to Achieving Excellence and our Strategic Plan, which will be discussed at the meeting.

Community Initiatives

Jamie Lee

Small Business

As I stated last month, Feb 12 was the last day for folks to donate to the CID Restaurants and other Small Businesses Relief Fund. We close the fund, raising just over \$900K total. We are in the process of releasing the last and final round of funding – with our attention now turning to recovery. We have also helped our small businesses leverage \$2mil worth of grants from both private and public sources.

We have many things are coming up by the end of the month. On 3/22, we will move into Phase 3 for re-opening, the eviction moratorium is up on 3/31, and the State Department of Commerce will release its fourth round of funding on 3/27. Lastly, we know that Governor Inslee will be moving our vaccines phase to 1BTier2, which will include grocery workers of all ages.

Public Space

We continue to work on ongoing projects, such as lighting the Hing Hay Park pagoda, Kobe Terrace Park stone lantern, and Maynard Alley. The work on the Hing Hay Park pagoda will be going in front of the Parks Department for review later this month. We are also working with a committee to discuss potential movement of the dragons that are on poles across the neighborhood and will be releasing a survey in the next month to get feedback.

Vaccines

We finished 2nd round doses on 3/10. This marks the end of the scheduled vaccine clinics that SCIDpda will be hosting. While most of our vulnerable residents have been vaccinated, we are still working to give access to our businesses. This is through giving them information about the ICBS clinics that continue to happen in the Bush Hotel, as well as the City of Seattle's clinic in Rainier Beach. Additionally, we are working with the mass vaccination site at Lumen Field to sign community members up.

Staffing

We have hired a new Program Liaison – Naomi Saito – who will be starting with us toward the middle of March. Naomi is a former intern of the CI department and worked closely with the MaryKate on the work we did around financing of unreinforced masonry buildings. We are excited to bring her on board!

Public Safety

The Public Safety Council and the CIDBIA have hired Cecilia Liang as the new Public Safety Coordinator. This position, which was housed at SCIDpda for about four years, is now housed at the CIDBIA.

There has also been a lot of conversation about the rise in anti-Asian violence across the country. Coupled with two incidents that have happened in the CID, there is concern amongst community members around anti-Asian violence in the CID. We have been in a few conversations in the region (convened by ACRS) as well as in the neighborhood around best ways to support the community in these times.

Property Operations

Jared Jonson

COVID Needs

Support of resident basic needs (food, meals, wellness checks), continued in February. This month, the entire SCIDpda team was focused on facilitating the first and second doses of the COVID-19 vaccine for eligible residents and employees of neighborhood businesses. We have been working with both Seattle Fire Dept., the Mayor's Office, and ICBS to host vaccine clinics safely at SCIDpda properties. This has made it very easy for the people we serve who have limited access to internet and issues with English/processes proficiency. As of early March, SCIDpda's entire phase-eligible resident population, as well as residents from other buildings, SRO units, family associations, and businesses have received their full vaccine doses.

Public Safety/Security

SCIDpda properties continue to experience public safety challenges. While we are doing our best to mitigate break-ins and other security concerns, these issues are not unique to the CID alone. They are happening across the city. More recently, anti-asian violence is happening across the country. We have had several instances of anti-asian hate crime in our city as well, including an assumed hate-crime here in the neighborhood a few weeks ago. In response, we are posting signage and resources reminding residents to stay safe and be on the lookout for their neighbors and businesses. Our property management staff (residential and commercial) are constantly talking to our tenants to ensure their concerns are being addressed. Lastly, there was a scary situation a few

weeks ago at a Catholic Community Services building on 23rd involving an active shooter. We currently don't have any plans for these types of public safety emergencies in place and are looking into resources being offered by SPD to train our staff on how to respond to a situation like this.

Residential Property Management

Our residential properties remain stable and in good financial standing. Collection rates for rents billed are good across all properties. The variance in collected rent is attributed to non-payment from several residents and some late payments that were not processed timely. We have identified rent relief funds from the All-in Washington funding and the AR balance should catch up in March. Louisa continues to be a challenge, however progress is being made due to right-sizing of rent rates and additional concessions and focus on marketing. We are still working through hiring for the Resident Services Coordinator position. Please refer candidates to Jared if you know any quality candidates.

Commercial Property Management

As noted on our commercial dashboard, we are increasingly concerned about some of our restaurants and businesses with high and growing past due balances. Approximately \$60k of the All-in Washington funding will go directly to these tenants. We expect it to help along with other rent-relief opportunities we are helping tenants get connected with. Collection rates for February are solid except for New Central and Louisa. In line with our 2021 goal of retaining commercial tenants, we have successfully renegotiated/renewed five leases and are currently in negotiation with several more tenants. Beginning in early March, we will be doing a round of check-ins with all commercial tenants to see how everyone is doing. In Q2, we will also be doing a round of inspections of all commercial units for preventative maintenance.

Collections Policy

As discussed at last month's Board meeting, it is expected that the eviction moratorium and other tenant-related protections in response to COVID-19 will end on March 31st. In early March, we will be meeting with tenants who have large/growing balances to work out repayment options. Our team has developed a collections policy as part of a larger property management strategy that is guided by SCIDpda mission and values. Our goal as a community development entity is to property manage effectively so we don't ever get to a point where we are sending tenants to collections. However, with the challenges of the pandemic we felt it was a good time to update our policy and prepare for when we do need to begin the process of collecting past due rent. Our collections policy is as follows:

SCIDpda Collections Policy

Updated March 10, 2021

Residential Collections Policy:

- Delinquent accounts would be sent to collections after 90 days, if the tenant or past tenant has been unresponsive or uncooperative to management's notices and attempts (repayment agreements, trying to find rental assistance, etc.) to help resolve the past due balance;
- And only balances higher than the thresholds below:
 - Rent charges: equal to 2 months of rent or more
 - All other sundry charges: equal to \$1,500 or more

Commercial Collections Policy:

- Delinquent accounts would be sent to collections after 90 days, if no effort has been made to work with us on a solution and no payment has been made towards the total. If a payment is submitted against the total AR, the tenant is still paying us and will not be sent to collections. (AR to be written off books when sent to collections).
- Commercial Property Manager process before sending to Collections: *to take place after the 1st of the month*
 - One month past due, send a reminder and an offer for a repayment agreement
 - Two months past due, inform tenant that if a repayment agreement is not made and/or no payment has been remitted towards the total past due before the three months of past due, we will send to collections.
 - Three months past due, if no effort has been made to work with us on a solution and no payment has been made towards the total, we will send to collections
 - If a tenant sets up a repayment plan or makes any payment towards the total past due amount, we will not send to collections
- If a tenant misses a repayment plan payment without prior notice, the total amount will be sent to collections

SCIDpda Consolidated Balance Sheet (With Period Change)

Period = Jan 2020-Dec 2020

Book = Accrual ; Tree = .fc_bs

PDA Reporting=PDA Admin,Community Initiatives,Properties,Property Mgmt/Maint,Other Legal Holdings;

| | Balance | Beginning | Net |
|----------------------------------------------------------|-------------------|-------------------|-------------------|
| | Current Period | Balance | Change |
| ASSETS | | | |
| CURRENT ASSETS | | | |
| CASH & CASH EQUIVALENTS | | | |
| Cash and cash equivalents | 1,211,110 | 1,401,464 | -190,354 |
| Investments | 2,652,745 | 2,334,760 | 317,985 |
| Restricted Cash | 5,447,025 | 4,956,015 | 491,010 |
| Restricted investments | 304,384 | 515,766 | -211,382 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL CASH & CASH EQUIVALENTS | 9,615,264 | 9,208,005 | 407,259 |
| ACCOUNTS RECEIVABLE | | | |
| Accounts Receivable - Net | 1,538,510 | 1,351,815 | 186,695 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL ACCOUNTS RECEIVABLE | 1,538,510 | 1,351,815 | 186,695 |
| OTHER RECEIVABLES | | | |
| Note Receivable | 3,417,044 | 1,018,319 | 2,398,726 |
| Other Receivables | 73,095 | 4,671 | 68,424 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL OTHER RECEIVABLES | 3,490,139 | 1,022,990 | 2,467,149 |
| DEPOSITS & PREPAIDS | | | |
| Prepaid Insurance | 61,615 | 34,011 | 27,604 |
| Prepaid Expenses & Deposits | 41,376 | 36,500 | 4,876 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL DEPOSITS & PREPAIDS | 102,991 | 70,511 | 32,480 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL CURRENT ASSETS | 14,746,904 | 11,653,321 | 3,093,583 |
| LONG-TERM ASSETS | | | |
| PROPERTY | | | |
| Property - Net Accum. Depreciation | 35,656,040 | 37,093,931 | -1,437,891 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL PROPERTY | 35,656,040 | 37,093,931 | -1,437,891 |
| FIXED ASSETS | | | |
| Furniture Fixtures & Equipment - Net Accum. Depreciation | 157,666 | 187,521 | -29,855 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL FIXED ASSETS | 157,666 | 187,521 | -29,855 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL LONG-TERM ASSETS | 35,813,706 | 37,281,452 | -1,467,746 |
| OTHER ASSETS | | | |
| OTHER ASSETS | | | |
| Other Receivables | 1,717,518 | 1,858,902 | -141,383 |

Balance Sheet (With Period Change)

Period = Jan 2020-Dec 2020

Book = Accrual ; Tree = .fc_bs

PDA Reporting=PDA Admin,Community Initiatives,Properties,Property Mgmt/Maint,Other Legal Holdings;

| | Balance | Beginning | Net |
|------------------------------------------------------|-----------------------|-------------------|------------------|
| | Current Period | Balance | Change |
| Investment in Other Entities | 5,312,548 | 5,292,341 | 20,207 |
| Development Projects | 3,800,715 | 1,677,688 | 2,123,026 |
| TOTAL OTHER ASSETS | 10,830,781 | 8,828,931 | 2,001,850 |
| TOTAL OTHER ASSETS | 10,830,781 | 8,828,931 | 2,001,850 |
| TOTAL ASSETS | 61,391,391 | 57,763,704 | 3,627,687 |
| LIABILITIES & CAPITAL | | | |
| LIABILITIES | | | |
| CURRENT LIABILITIES | | | |
| PAYABLES & OBLIGATIONS | | | |
| Accounts Payable | 715,743 | 423,562 | 292,181 |
| Prepaid Rent | 18,845 | 23,250 | -4,405 |
| Current Portion Due of Mortgages & Other Obligations | 1,340,070 | 1,180,859 | 159,212 |
| Taxes & Benefits Payable | 943 | 23,978 | -23,035 |
| TOTAL PAYABLES & OBLIGATIONS | 2,075,601 | 1,651,649 | 423,952 |
| ACCRUED EXPENSES | | | |
| Accrued Expenses | 1,635,273 | 1,608,464 | 26,809 |
| TOTAL ACCRUED EXPENSES | 1,635,273 | 1,608,464 | 26,809 |
| TOTAL CURRENT LIABILITIES | 3,710,874 | 3,260,113 | 450,761 |
| LONG-TERM LIABILITIES | | | |
| MORTGAGES & OTHER OBLIGATIONS | | | |
| Loan Payable | 29,602,740 | 27,387,566 | 2,215,174 |
| Bonds Payable - Net | 326,181 | 357,406 | -31,225 |
| TOTAL MORTGAGES & OTHER OBLIGATIONS | 29,928,921 | 27,744,972 | 2,183,949 |
| TOTAL LONG-TERM LIABILITIES | 29,928,921 | 27,744,972 | 2,183,949 |
| OTHER LIABILITIES | | | |
| Security Deposit Liability | 150,044 | 152,646 | -2,602 |
| Other Liabilities | 619,765 | 206,371 | 413,394 |
| Deferred Rent Payable | 769,568 | 769,568 | 0 |
| TOTAL OTHER LIABILITIES | 1,539,378 | 1,128,585 | 410,793 |
| TOTAL LIABILITIES | 35,179,173 | 32,133,671 | 3,045,502 |

Balance Sheet (With Period Change)

Period = Jan 2020-Dec 2020

Book = Accrual ; Tree = .fc_bs

PDA Reporting=PDA Admin,Community Initiatives,Properties,Property Mgmt/Maint,Other Legal Holdings;

| | Balance | Beginning | Net |
|----------------------------------------|-----------------------|-------------------|------------------|
| | Current Period | Balance | Change |
| CAPITAL | | | |
| Retained Earnings | 26,212,218 | 25,630,034 | 582,184 |
| TOTAL CAPITAL | 26,212,218 | 25,630,034 | 582,184 |
| TOTAL LIABILITIES & CAPITAL | 61,391,391 | 57,763,704 | 3,627,687 |

PDA Reporting Comparison Cash Flow Statement

Book = Accrual ; Tree = .fc_is_report_ne

PDA Reporting=Community Initiatives,Hinghay,Other Legal Holdings,PDA Admin,Properties,Property Mgmt/Maint,Senior Services;

| Year to Date - 4th Quarter 2020 | | | | | | | | |
|-------------------------------------------------------------------|---------------------------|------------------------------------------|------------------|------------------|-----------------------------------|--------------------|------------------|----------------------|
| | Community Initiatives HHC | Legal Holdings Master/QalicB Hotel/Condo | Properties | Property Mgmt | PDA Admin Fundraising Development | Total SCIDpda | Total Forecast | Variance Fav (Unfav) |
| REVENUE | | | | | | | | |
| RENT INCOME | | | | | | | | |
| Rent | 51,951 | 1,281,457 | 4,836,413 | 0 | 0 | 6,169,821 | 6,158,277 | 11,544 |
| Vacancies | 0 | 0 | (82,538) | 0 | 0 | (82,538) | (83,877) | 1,339 |
| Concessions and Bad Debt | 0 | 32,544 | (104,040) | 0 | 0 | (71,496) | (119,993) | 48,497 |
| NET RENT INCOME | 51,951 | 1,314,001 | 4,649,835 | 0 | 0 | 6,015,786 | 5,954,407 | 61,380 |
| TOTAL REIMBURSABLE EXPENSE INCOME | 0 | 0 | 5,050 | 0 | 0 | 5,050 | 0 | 5,050 |
| TOTAL OTHER RENTAL INCOME | 0 | 0 | 212,992 | 0 | 0 | 212,992 | 212,057 | 935 |
| TOTAL SERVICE INCOME | 0 | 0 | 17,533 | 1,384,438 | 120,139 | 1,522,110 | 1,461,633 | 60,477 |
| TOTAL OTHER INCOME | 3,621 | 0 | 54,939 | 0 | 107,036 | 165,596 | 159,311 | 6,285 |
| TOTAL INTEREST INCOME | 0 | 263 | 122,886 | 0 | 70,248 | 193,397 | 193,984 | (587) |
| Grants | 594,683 | 0 | 0 | 0 | 400,710 | 995,393 | 900,739 | 94,654 |
| LESS Grant Program Expense | (1,068,009) | 0 | 0 | 0 | 0 | (1,068,009) | (1,047,707) | (20,302) |
| Other Fundraising | 813,913 | 0 | 19,000 | 0 | 24,244 | 857,158 | 800,381 | 56,777 |
| TOTAL FUNDRAISING INCOME | 340,587 | 0 | 19,000 | 0 | 424,954 | 784,541 | 653,413 | 131,129 |
| TOTAL REVENUE | 396,159 | 1,314,263 | 5,082,235 | 1,384,438 | 722,378 | 8,899,473 | 8,634,805 | 264,669 |
| EXPENSES | | | | | | | | |
| ADMINISTRATIVE | | | | | | | | |
| Professional Fees & Consulting | 7,392 | 13,050 | 63,890 | 0 | 206,691 | 291,023 | 265,477 | (25,546) |
| Rent Expense | 50,557 | 405,818 | 822,663 | 8,820 | 44,959 | 1,332,816 | 1,383,821 | 51,005 |
| Salaries | 333,548 | 0 | 286,590 | 1,077,555 | 956,717 | 2,654,410 | 2,582,235 | (72,175) |
| Other Admin Expenses | 12,616 | 240 | 55,364 | 15,122 | 112,364 | 195,706 | 193,829 | (1,877) |
| TOTAL ADMINISTRATIVE | 404,112 | 419,108 | 1,228,508 | 1,101,497 | 1,320,730 | 4,473,955 | 4,425,362 | (48,593) |
| TOTAL MANAGEMENT FEE | 2,891 | 0 | 368,282 | 83,003 | (802) | 453,374 | 453,814 | 440 |
| TOTAL MAINTENANCE | 32,868 | 0 | 423,281 | 25,833 | 71,851 | 553,833 | 511,821 | (42,012) |
| TOTAL UTILITIES | 206 | 0 | 438,088 | 1,594 | 14,106 | 453,995 | 450,471 | (3,524) |
| TOTAL TAXES | 833 | 0 | 28,354 | 372 | 240 | 29,799 | 28,879 | (920) |
| TOTAL INSURANCE | 3,747 | 0 | 132,565 | 1,298 | 11,745 | 149,355 | 149,313 | (42) |
| TOTAL PROGRAM EXPENSES | 1,640 | 0 | 0 | 0 | 19,479 | 21,119 | 23,652 | 2,533 |
| TOTAL OPERATING EXPENSES | 446,298 | 419,108 | 2,619,078 | 1,213,597 | 1,437,349 | 6,135,430 | 6,043,312 | (92,118) |
| NOI BEFORE DEBT SERVICE & GROUND LEASE | (50,139) | 895,155 | 2,463,156 | 170,841 | (714,971) | 2,764,043 | 2,591,493 | 172,551 |
| TOTAL DEBT SERVICE & GROUND LEASE | 0 | 238,922 | 373,301 | 0 | 0 | 612,223 | 612,013 | (210) |
| NOI AFTER DEBT SERVICE & GROUND LEASE | (50,139) | 656,234 | 2,089,855 | 170,841 | (714,971) | 2,151,821 | 1,979,480 | 172,341 |
| TOTAL OTHER EXPENSES | 0 | 3,000 | (86,535) | 0 | 65,221 | (18,314) | (9,430) | 8,884 |
| NET INCOME BEFORE DEPR & AMORT | (50,139) | 653,234 | 2,176,390 | 170,841 | (780,192) | 2,170,135 | 1,988,910 | 181,225 |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | | | | | | |
| Operating Reserve Deposits | | | (7,984) | | | (7,984) | | |
| Operating Reserve Deposits - reimburse 2019 draw for dev. expense | | | | | (1,525,000) | (1,525,000) | | |
| Operating Reserve Draws | | | 492 | | | 492 | | |
| Replacement Reserve Deposits | | (27,164) | (73,089) | | | (100,253) | | |
| Replacement Reserve Draws | | 8,159 | | | | 8,159 | | |
| Deposits to other reserves | | | | | | | | |
| Fixed asset purchases | | | (17,712) | | | (17,712) | | |
| Development costs | | | | | (1,163,977) | (1,163,977) | | |
| NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES | 0 | (19,005) | (98,293) | 0 | (2,688,977) | (2,806,275) | | |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | | | | | | |
| Accrued Interest not paid | | | 34,574 | | | 34,574 | | |
| Loan proceeds | | | | | 2,635,853 | 2,635,853 | | |
| Principal payments on notes payable | | (146,030) | (669,784) | | | (815,814) | | |
| NET CASH PROVIDED (USED) BY FINANCING ACTIVITIES | 0 | (146,030) | (635,210) | 0 | 2,635,853 | 1,854,613 | | |
| NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS | (50,139) | 488,199 | 1,442,888 | 170,841 | (833,316) | 1,218,473 | | |

ADVOCACY SCALE/CONTINUUM and SCREENING CRITERIA

| Scale | Action | Impact to Community** | Impact to PDA** | Resources Needed | Examples (Hypothetical, But Possible) Issue: Public Safety. Restoring Community Police Officers presence in the CID. |
|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|--------------------------------------------------------------------------|-----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Rule In/Out Staff choose not to respond to a request for action | No Benefit/Risk | No Risk (inaction doesn't mean neutrality) | None | Staff hear this is an issue being considered by some neighborhoods. We make a choice on what to do. |
| 2 | Self-Education Staff gather partners' expertise. Staff brief Board. | Low Benefit | No Risk | Low- staff time to educate self | Staff call neighborhood partner(s) and hear their arguments. Staff talk with city department contact at SPD about this proposal. Staff talk with affected community members, including residents and small businesses. Staff use Screening Criteria to determine any steps needed. Staff develop short update on issue to the Board via committee or board reports. |
| 3 | Educate Community Take information and educate stakeholders more broadly. Encourage them to learn, act or refer to partners more involved in advocacy. | Low-Med Benefit | Low Risk to PDA (Preserves our neutrality). | Low- staff time to distribute information | Staff/Board distribute neutral information about the issue. Staff/board share information of how someone can get involved |
| 4 | Take a Position Form an opinion and take a position to share with a set of decision makers or largely in the community. | Med-High Benefit | Med -High Risk to PDA (Some may not agree with us) | Med- Staff/Board time to develop PDA position and understand pros/cons | Staff/board testify at a City Council budget meeting in support of the idea of Community Police Officers Staff/board write an Op-Ed in the International Examiner (to wider community) about why we need Community Police Officers |
| 5 | Advocacy Campaign Develop proactive plan to advocate and lobby including action steps, resource identification and targeted decision-making goals. | High Benefit | High Risk to PDA (Actively puts PDA in leadership role on this position) | High- Staff/Board time to manage campaign, answer Q&As, follow action items | Staff/board develop action agenda for the issue & track an advocacy work plan. For ex): direct lobbying. Schedule meetings with Council President Gonzalez and staff to urge a vote in favor of the New Legislation. For ex): grassroots lobbying: Hold Rally in Hing Hay Park asking people to call Council President Gonzalez to vote in favor of <u>New Legislation</u> creating permanent Community Officers at SPD. |

** **Impact to PDA or Community depends on the actual issue**

ADVOCACY DEFINITIONS

- **Advocacy.** Advocacy is what nonprofits do to advance their mission and it's perfectly legal to do so. Advocacy is any action that speaks in favor of, recommends, argues for a cause, supports or defends, or pleads on behalf of others. It includes public education, regulatory work, litigation, and work before administrative bodies, lobbying, nonpartisan voter registration, nonpartisan voter education, and more.
- **Lobbying.** Lobbying, on the other hand, is very narrow. Communicating with decision makers (elected officials and staff; voters on ballot measures), about existing or potential legislation, and urging a vote for or against.

All three components of this definition are required: decision makers, actual legislation, AND asking for a vote.

There are 2 types of Lobbying.

- ✓ Grassroots Lobbying: Communication with the Public that Expresses a View about Specific Legislation and includes a Call to Action
- ✓ Direct Lobbying: Communication with a Legislator that Expresses a View about Specific Legislation

While all lobbying is advocacy, not all advocacy is lobbying. See article for more information: <https://nonprofitquarterly.org/yes-can-nonprofit-advocacy-core-competency/>

SCREENING CRITERIA *(How do we decide what Advocacy or Lobbying role we will take?)*

For each issue and before we decide what advocacy role we will take (#1-5), staff/board will reflect on the following screening criteria.

1. **Mission Fit**: Does this issue have an impact on the ability for the PDA to achieve its mission, values, and lines of business?
2. **Community Benefit**: Will the community (our various stakeholders) benefit from action? How?
3. **Org Capacity**: Does the PDA staff or board have an ability or capacity to address this issue? (time, expertise, knowing who to turn to for help)
4. **Stakeholder Analysis**: What stakeholders would support action on this issue? What won't? Why?
5. **Urgency**: Is this issue or action timely, thereby taking action is urgent so as not to miss the opportunity?
6. **Partners**: Are there other PDA partners involved in this work? Would we benefit from an advocacy partnership as opposed to pursuing action on our own?
7. **Do Nothing Test**: What happens if we "do nothing"? What opportunities are lost? What does inaction allow us to focus more attention on?
8. **Other Considerations**: Political or Otherwise, Geography

If staff agree an issue should be added to the PDA Advocacy Agenda (#3-5), it should be vetted/approved by the Board for action.

Resolution 21-03-16-2

RESOLUTION OF SEATTLE CHINATOWN INTERNATIONAL DISTRICT PRESERVATION AND DEVELOPMENT AUTHORITY

Seattle Chinatown International District Preservation and Development Authority (SCIDpda), a Washington public authority (Authority), currently employs approximately 40 full and part-time individuals.

Whereas, the SCIDpda Board (Board) established a strategic plan for the years 2017-2020. The Board desires to reward positive performance of the staff by providing an incentive to all permanent staff for meeting and/or exceeding the specified Authority goals.

Whereas, the Board approved a 2020 Incentive Plan with the following goals:

2020 Goals

- **More Housing Units/Options**
 - Move forward with construction for the Yesler Family Housing Project (156 units) and the permit submittal for the North Lot Project (160 units).
 - *Yesler - Awarded bond allocation in July, investors and lenders selected in November with closing expected 1st Q of 2021.*
 - *North Lot – Permit submitted October 2020.*
- **CID Properties Better Serve the Community**
 - Complete work with property owners on URM work begun in 2019.
 - *Scheduled work completed December.*
- **More positive businesses**
 - Create commercial leasing standards in line with SCIDpda Mission & Values.
 - *This work has progressed but was put on hold due to focus shifting towards COVID-19 response.*
 - Create Commercial Property Management policies, protocols, and procedures with clear guidance on lease renewal and marketing vacant spaces. Implement before end of 2020.
 - *In 2020, new protocols and procedures for leasing and marketing were implemented, progress was made on updating policies.*
 - Educate small businesses on incoming developments in the CID.
 - *Workshop held in Little Saigon. Others delayed due to COVID. Conversations continue with developers and businesses.*
 - Provide direct technical assistance to at least 3-5 businesses on accessing assistance for impacts of COVID-19.
 - *Provided financial assistance to over 200 businesses in the CID in partnership with CIDBIA and FLS.*

- *Provided technical and language support to businesses in applying for small business grants, federal assistance, utility deferrals and unemployment.*
 - *Assisted businesses that were victims of fraud and educated others to prevent them from becoming victims.*
 - *Support businesses around public safety issues; break-ins and property destruction.*
 - *Procured and distributed PPE.*
 - *Provided translated guidance for public health and re-opening phases of Washington State.*
 - *Provided resources and guidance on eviction moratorium.*
 - Community Initiatives and Property Operations work collaboratively to addressing positive businesses in vacant spaces (specifically in Bush Hotel, Jackson Apartments, IDVS I, and the Louisa Hotel).
 - *Completed/Ongoing. Community Initiatives and Property Operations worked together to update the website, intake process for prospective tenants, and signage/marketing of vacant spaces. Work to create new strategies for marketing vacant spaces is ongoing.*
- **Stronger Community Connections**
 - Community Initiatives and Property Management work collaboratively to address COVID-19 impacts – specifically food insecurity, wellness checks and school access.
 - *Provided over 17,000 bags of groceries and pre-cooked meals to residents in the CID.*
 - *Procured and distributed PPE.*
 - *Conducted regular wellness checks.*
 - *Assisted Seattle public school students in transition to online learning; obtaining laptops, internet access, learning packets and art kits.*
 - Community Initiatives and Property Operations work towards completing phase 1 of disaster preparedness plan (R3).
 - *Supplies have been delivered to all buildings, and storage areas have been setup. The next phase of the R3 work is on hold due to challenges of dealing with COVID-19 pandemic.*
 - Further implement recommendations of the CID Neighborhood lighting study and alley projects (as much as is possible post COVID 19).
 - *Kobe Terrace lighting complete. Obtaining bids from contractors on Pavilion and HHP lighting improvements and lighting the stone lantern at Kobe Terrace Park.*
 - *Murals installed in empty Louisa storefronts. Nihonmachi Alley project on hold.*
 - *Funding secured for dragon relocation.*
 - Chair the CID Complete Count Committee and assist residents for the 2020 Census.
 - *Complete*
- **PDA Buildings Financially Sustainable**

- Mitigate budget impact to COVID-19 crisis:
 - Evaluate debt refinancing or deferral.
 - *HUD 108 and HTF deferrals complete - loan amendments executed.*
 - Work with other PDA entities to get City aid.
 - *City confirmed agreement to release reserves for our use. Legal documents executed February 2021.*
- NNN reconciliation transferred from Accounting to Property Management. Smooth handoff with accurate and timely billings.
 - *NNN reconciliations for 2019 and 1st half 2020 complete.*
 - *Meetings were held between Accounting and Prop Mgmt to review issues and transfer responsibility with Property Operations taking lead going forward.*
- **PDA's Organization Sustainability Strengthened**
 - Review and evaluate current Key Performance Indicators for Property Operations (Residential, Commercial and Maintenance) for value provided.
 - *Current dashboards for residential and commercial were determined to be adequate and useful. Maintenance dashboards were suspended.*
 - Identify new KPIs or evolve current KPIs to achieve meaningful buy-in and measurable progress.
 - *New KPIs for Property Operations have been identified. Implementation was put on hold due to COVID-19 impacts.*
 - Hire Director of Property Operations and evaluate the addition and timing of other Senior Property Management Staff.
 - *DPO hired in February. Senior Housing Manger hired in June. Maintenance Manager postponed to 2021.*
 - Implement Annual Performance Reviews for all Property Operations staff.
 - *Annual end-of-year performance reviews implemented in December 2020. Mid-year evaluations will occur beginning June 2021.*
 - Compare compensation targets with agencies reporting on Archbright survey. Evaluate progress towards meeting compensation equity.
 - *Complete – significant progress has been made with 85% of staff meeting the target salary range.*
 - Network optimization: server and email efficiencies, new conferencing capabilities, security training.
 - *New router installed. Zoom licenses purchase for video conferencing. Security training held in July.*
 - Execute 45th year fundraiser – determine best format in light of covid-19 impact.
 - *Virtual fundraiser held in October – very successful with \$150,000 raised.*
 - Continue to seek grant funding to support the organization.
 - *Secured \$247,500 for SCIDpda in 2020.*

Having met the above listed goals in a very challenging year, the Deputy Director and Board Finance Committee recommend to the SCIDpda Board, and the SCIDpda Board therefore affirms and resolves that the incentive pay is authorized and approved to be distributed to employees who began employment with SCIDpda on or before June 30, 2020 and remained employed with SCIDpda as of December 31, 2020. Checks (or direct deposit) will be delivered to employees on March 25, 2021. The Board also affirms and authorizes SCIDpda to make a contribution on behalf of each eligible employee of 4% of the employee's salary/wages to the Authority's 401a plan.

Further the Board amends the original incentive plan and authorizes the incentive to be distributed as follows in recognition of front line workers contribution during the year:

- staff earning less than \$16/hour will receive 8% of the employee's salary/wages for 2020;
- staff earning between \$16/hour and \$30/hour will receive 6% of the employee's salary/wages for 2020;
- staff earning over \$30/hour will receive 5% of the employee's salary/wages for 2020.

Board President

Date

Board Treasurer

Date

From: [Maiko WC](#)
To: askus@wshfc.org
Subject: Public Comment - 2/25 board meeting
Date: Thursday, February 25, 2021 2:21:00 PM

Dear Executive Director Walker and Commission Chair Rumpf:

Although writing your titles makes me smile and pleased that you are in your positions, I am distressed as I write you both in your official capacities.

SCIDpda is a city chartered municipal corporation established to promote, preserve, and develop the Chinatown International District (CID) as a vibrant community and unique ethnic neighborhood. The CID is a neighborhood that has served as the cultural heart for the API community with a history that extends to the late 1800's. As one Seattle's most historically rich neighborhoods that includes retail and grocery stores, restaurants, museums, parks, libraries, mass transit, and homes, it is a self-contained area that has evolved tremendously over that time despite the challenges it has had to face.

As you both know due to your experiences and because we all worked on the renewal and administration of the City of Seattle Housing Levy, the residents of City of Seattle have voted to tax ourselves to help provide affordable housing for our neighborhoods. This is a clear acknowledgement by our citizens that housing is vitally important, and is well worth the public investment. SCIDpda supports the current levy goal of developing family housing, as it reflects what we have seen and heard from our neighborhood, as well as the Central Area, Beacon Hill, and Rainier Valley communities. These neighborhoods are the manifestation of year of racially discriminatory land use, housing, and financing policies, yet our communities made them great places to live and raise our families. We built community institutions that serve our emotions, cultures and needs. I am fortunate in my position at SCIDpda to meet a new generation of young entrepreneurs that are starting businesses and making it their place, while honoring the memories of those that came before them.

Now, we find our neighborhoods have become desirable commodities to those with access to more capital; we are now under threat of gentrification. These neighborhoods are rightfully recognized as areas of "high opportunity" as they are within close proximity to employment, education, transit, health care, social services, restaurants, entertainment, and cultural institutions. As a result, these neighborhoods are now at "high risk of displacement." A long history of disinvestment, and the development of public infrastructure like the construction of I-5 and the Kingdome have depressed the land value to the point that it has now become profitable for developers to remake the land as they see fit. When the City designated these neighborhoods with that devastating distinction, we felt vindicated (though to be clear - it did not slow the change occurring in these areas). We witnessed the gentrification in real time,

and it happens much faster than when being seen from the State Capitol or even the Mayor's Office. Being both high in opportunity and displacement risk is destructive to a neighborhood's cultural base. It results in the loss of cultural identity - that fortifying base that allows a community to strengthen, thrive and succeed.

SCIDpda's North Lot Project is located on North Beacon Hill at the foot of the iconic Pacific Tower. The North Lot is a 2-phase development; Building A provides 160 homes as well as child care operated by El Centro de la Raza and senior care operated by International Community Health Services and Kin On. These locally based organizations proudly provide much needed culturally competent services to our community. The senior care provides the additional benefit of allowing seniors to stay in their homes and communities. This is vitally important as a high rate of Asian heritage seniors suffer from social isolation, and we all now recognize the mental and physical impacts of isolation.

The North Lot Project first phase did not receive a bond allocation in this round. As one could expect, this will delay delivery of much needed community services and affordable housing; further, not being funded at this very specific time has risked this project's financial situation, and imperil the likelihood that the community will be served in the way the project was intended.

Over the past few years, SCIDpda and our partners have secured a considerable amount and wide range of public resources for Building A. These competitively secured sources are from the City of Seattle, King County, Seattle City Light, and State Department of Commerce. Due to the challenging nature in securing public resources, we believe this funding should be viewed separately and distinctly from other leveraged funds.

Specifically, the State of Washington allocated \$12.5 million for housing, \$4.5 million for senior care, and \$800,000 for childcare. In a meeting with Department of Commerce staff last summer in considering housing funding, we were strongly encouraged to apply, stating that this project exemplified why the housing trust fund exists.

Since not receiving a bond allocation - and which no development team members made the interested parties notification list - we are now concerned that we cannot deploy the state funds in a timely manner, providing the appearance that these funds are not needed, when we all know that is not the case. This is not the narrative that the SCIDpda nor our communities want, especially when the state legislature is working on perhaps the largest state allocation of housing resources ever. And even that is not enough because we all know that the need is so great

The timing of our bond application was critically important because the North Lot's Qualified Census Tract designation was removed as of January 1, 2021. The QCT status provides a 30%

basis boost and was worth more than \$8 million in LIHTC equity on our residential and child care developments. The benefit of using non-local and state sources on affordable housing projects is obvious, while forgoing this source is comparable to losing HUD Section 8 project based funding when a project is converted to market rate.

The loss of \$3 million subsidy for the childcare makes it unaffordable for our partner provider. Not only does the community not get its needs met, but SCIDpda must now consider who goes into that space - a childcare provider, but one who can afford the rent? We would become the face of another gentrifier, a label our team finds horrifying.

The loss of QCT designation not only impacts this project, but also Via7, a Rainier Beach neighborhood project developed by Mt. Baker Housing Association. Losing QCT status is beyond any developer's control. We strongly urge the Commission to consider treating these projects similar to preservation deals by providing elective points on the bond application, thereby leveraging federal resources.

We thank the Commission for providing points for licensed facility inclusion in the new scoring matrix developed in advance of the January 2021 application (we would have liked points for having 2 licensed facilities). We also appreciated the loss of amenity points - we try to build near amenities, but that consideration does not gain points and put us at a disadvantage at times when competing with points in other environments. Ultimately, we question if a point system is the most effective way to meet the intention of the bond and tax credit program. As we see in this round, a combined loss of \$14 million in LIHTC equity will not be captured, and the City, County, and State will have to fill that gap with additional public resources. The application process lacks a qualitative component that may have allowed WSHFC staff to formally capture the urgency of the QCT status in both the North Lot and Via7 projects. We urge the Commission to explore how to incorporate a formal process that allows project evaluators to consider the qualitative aspects of each project – not just to capture details like a like QCT designation, but to evaluate if the project aligns with other public policies, such as the Growth Management Act. And most importantly, to capture to impacts on the communities in which the proposed project will be developed.

As a public entity, SCIDpda is chartered to meet community need, with housing an important priority but equally important the delivery of culturally appropriate services which allow the community to succeed and thrive. If organizations like SCIDpda were not driven to meet these goals, why would we choose to develop difficult, complicated projects? We exist to fill the gaps that the private sector with their private capital will not do based on a history and general expectation of not being served. When unit lease-up is achieved, our work enters a second, more important phase where services, respect, and a goal of serving the needs of our residents is a paramount responsibility.

-

Building in Seattle and the urban environment is a challenge. But, as a person of color, I do not have the luxury to live anywhere in our state because there are few communities that I feel safe enough to risk my family, where my child can live a life that allows them to show their face without fear and express their cultural heritage with pride. Our communities should not have to make that choice, they should have opportunities to live healthy lives in any neighborhood.

With all this said, with all the public leverage and the meeting of multiple public benefits and need, we could not get enough points in this bond allocation round. Our projects are so different from the norm that we will never meet the scoring criterion required to compete based on the Commission's outcome measures. Acknowledging that apparent discrepancy with a need to meet our chartered intent, SCIDpda feels forced to examine all tools available to us as a public entity.

We thank staff for working with us over the last few years on the project, providing acquisition financing, and answering our questions. I thank you if you have read this in its entirety. I believe you both know me well enough to know how painful writing this is for me. I am compelled to do because I cannot do my job and meet my obligations to community without letting the WSHFC know the impacts of the bond decisions. The process may seem fair and equal, but it is not equitable.

Sincerely,

Maiko Winkler-Chin
Executive Director

Seattle Chinatown International District Preservation & Development Authority
www.scidpda.org



The pda's mission is to preserve, promote and develop the Seattle Chinatown International District as a vibrant community and unique ethnic neighborhood

From: [Nyland, Kelsey](#)
To: MOPRESS@TALK2.SEATTLE.GOV
Subject: Community Vaccination Site at the Lumen Field Event Center to Open Saturday, March 13; Will Be the Largest Civilian-Led Vaccination Site in the Country
Date: Wednesday, March 10, 2021 11:57:20 AM
Attachments: [image001.png](#)



NEWS RELEASE FROM THE OFFICE OF THE MAYOR

Contact: Kelsey Nyland, Kelsey.Nyland@seattle.gov

Community Vaccination Site at the Lumen Field Event Center to Open Saturday, March 13; Will Be the Largest Civilian-Led Vaccination Site in the Country

Site is a Partnership Between City of Seattle, First & Goal Inc., and Swedish

Site Will Initially Vaccinate Approximately 5,000 People Each Week; Could Vaccinate 150,000 People Each Week at Full Capacity

SEATTLE (March 10, 2021) – Mayor Jenny A. Durkan today announced that the new Community Vaccination Site at the Lumen Field Event Center will open this Saturday, March 13, 2021. The site is a collaboration between the City of Seattle, First & Goal Inc., and Swedish. The site will initially vaccinate around 5,000 people each week, but could vaccinate 150,000 people each week – or 22,000 per day – at full capacity, if supply is available. Eligible residents can sign up for [this notification list](#) and will be notified via email when appointments become available at any of the three City of Seattle fixed vaccination sites, including the Lumen Field Event Center.

“This pandemic is a once-in-a-generation challenge. It’s not something that any individual or organization can face alone. It will take all of us – from health care providers, to philanthropy, to community-based organizations, and all levels of government – using all the tools at our disposal to equitably vaccinate our communities,” said Mayor Durkan. “We must have a multi-faceted approach to reach population immunity here in Seattle and across our state. Our equity-focused community hubs will meet our most vulnerable communities where they are. Our new, mass vaccination site at the Lumen Field Event Center is crucial to vaccinating nearly 1.5 million adults countywide. I’m grateful to our partners at First & Goal Inc. and Swedish, as well as Governor Inslee and Executive Constantine for their commitment to bringing this site online. I know everyone is fatigued, and we all want the pandemic to be over. But hope is on the horizon, and now is not the time to let up on our efforts.”

“Every mass vaccination site in this state represents a significant step forward in getting

Washingtonians out of this global pandemic, and the one at the Lumen Field Event Center is no exception,” said Governor Jay Inslee. “This new site will serve hundreds of thousands people, which will not only greatly benefit King County residents, but the vaccination delivery system for the whole state. I thank Mayor Durkan, King County Executive Constantine, Public Health – Seattle & King County for their leadership throughout the pandemic, and I look forward to continued partnership to get as many people as possible vaccinated.”

“First & Goal Inc. have been great partners in our region-wide efforts to defeat the virus, and I want to thank them for continuously stepping up and being a part of our response,” said King County Executive Dow Constantine. “We’re all used to cheering touchdowns, goals, and concerts at Lumen Field, and hosting one of the biggest vaccination sites in the country is another remarkable achievement worth shouting about - one that will support our community and region as we work to get every person in King County vaccinated.”

“We are proud to serve our community with such an urgent public health need through our partnership with the City,” said Dr. R. Guy Hudson, Swedish Chief Executive Officer. “The lessons we learned standing up our mass vaccination clinic in partnership with Seattle University, helped at this site. We know what can be achieved through the power of community and collaboration. Our Swedish team looks forward to supporting in a clinical role as we continue to recover from the impacts of this pandemic.”

“Lumen Field is a place where the community gathers to experience exhilarating events together, and throughout the challenges of the past year we’ve been proud to use our vast stadium and event center space and resources to serve the community in this great time of need,” said David Young, Seattle Seahawks Senior Vice President of Business Operations, and General Manager of Lumen Field. “We are grateful to the City of Seattle for entrusting us to host this mass vaccine site, as well as to the incredible healthcare workers, volunteers and everyone involved in this undertaking as we work together to stop the pandemic.”

At the direction of Mayor Durkan, the City of Seattle's department of Finance and Administrative Services (FAS) is managing and operationalizing the overall vaccination effort at the Lumen Field Event Center, Swedish will provide clinical support along with other resources and supplies, and First & Goal Inc. is providing the facility rent-free along with complimentary parking for attendees in the Lumen Field garage. While this site will be largely Federal Emergency Management Agency (FEMA) reimbursable and is supported by Public Health – Seattle & King County and the Washington State Department of Health (DOH), the City does not rely on federal staffing or National Guard staffing. Across the nation, FEMA [has focused on 18 community vaccination centers](#) in major metropolitan areas with the highest case rates in California, New York, Pennsylvania, Illinois, North Carolina, and Texas.

With existing vaccine supply, the Lumen Field Event Center will initially operate two to three days a week, and will vaccinate approximately 5,000 people per week. Understanding the outlook of supply will likely remain limited for March, the City is prepared to significantly ramp up in April and May into the summer. At full capacity, the site could vaccinate nearly 22,000 people per day, or 150,000 people per week. The site’s high throughput is the result of the number of vaccine stations coupled

with estimated time per vaccination; you can find a breakdown of the site's throughput [here](#). FAS has ordered over 15,000 pieces of equipment to transform the 190,000 square foot event center into a mass vaccination site.

"Having this large, highly accessible vaccination site, and the ability to scale it up rapidly, will form a crucial link in our efforts to roll out vaccines quickly and equitably -- starting with those who are most at risk and most impacted by COVID-19," said Patty Hayes, Director, Public Health – Seattle & King County. "As vaccine supplies increase, we have the capacity in place to get shots out to everyone who wants one and take a huge step toward turning the tide on the pandemic."

"There's no way to overstate the scope, magnitude and the stakes of launching this site, and I could not be prouder of the FAS teams and all of our City colleagues who worked so diligently to stand it up. This site will expand critical vaccine access to our residents and it will save lives. The new Community Vaccination Site will also be pivotal to our City's recovery and serve as a statewide and even national model for other municipalities attempting a similar undertaking," said Calvin W. Goings, Director of the Finance and Administrative Services department.

Vaccination appointments at the Lumen Field Event Center will be prioritized for community-based organizations serving Black, Indigenous, and People of Color (BIPOC) communities, older adults, and immigrants and refugees, but DOH-eligible members of the public will be able to register for a vaccination at this site. To ensure this site aligns with the City's equity goals, the City has opened up registration to community-based and faith-based organizations serving BIPOC communities in Lake City, the Central District, and the Chinatown-International District, who are likely not being served by the Rainier Beach and West Seattle community hubs.

Eligible King County residents can sign up for [this notification list](#) and will be notified via email when appointments become available for upcoming clinics across all City sites, including the Lumen Field Event Center. Only King County residents are eligible because currently doses are allocated to King County based on population; however, if supply exists in future months, this site could become a regional hub. The City's Customer Service Bureau is available at 206-684-2489 from Monday through Saturday, between 8 a.m. - 5 p.m. to assist eligible residents in completing this form. In-language assistance is available over the phone.

"The COVID-19 pandemic has disproportionately impacted our Black communities here in Seattle and across the country. As soon as the pandemic hit, the Urban League pivoted our resources to provide tens of thousands in direct cash assistance to our hardest-hit communities. Now, we're adapting again to help our communities get vaccinated," said Michelle Merriweather, President and CEO of the Urban League of Metropolitan Seattle. "Vaccinations are our best shot to protect the health and safety of our communities and reopen our economy. The Urban League of Metropolitan Seattle is proud to partner with the City of Seattle to help get shots to those most vulnerable."

"The Chinatown-International District has the highest concentration of elderly in the city. Most are low income and limited English speaking, and accessing the COVID-19 vaccine is extremely challenging. That's why it's critical that we have this new mass vaccination site so close to the Chinatown-International District," said Maiko Winkler-Chin, Executive Director of SCIDpda. "We

partnered with the Seattle Fire Department to vaccinate hundreds of our low-income, high-risk elders who live in the Chinatown ID, and we are glad to work with the City of Seattle again to register residents and CID business employees for a vaccination at Lumen.”

The Lumen Field Event Center is the building adjacent to Lumen Field. Parking at the Lumen Field parking garage will be free for volunteers and patients getting vaccinated, and the site is also connected to several King County Metro bus routes and Link light rail. Americans with Disabilities Act (ADA) accommodations are available on-site, and translation services are available on-site in over 200 languages. Patients must have an appointment to be vaccinated at the site; walk-ins will not be accommodated.

In addition to the Lumen Field Event Center, the City of Seattle – through the Seattle Fire Department (SFD) also operates two high-capacity vaccination sites in Rainier Beach and West Seattle that are currently distributing between 250-400 vaccines daily with the capacity for 1,000 daily. SFD continues to vaccinate highly vulnerable people each week through its Mobile Vaccination Teams.

Since launching its vaccination effort on January 14, the City of Seattle has administered 15,781 vaccinations to eligible vulnerable adults. The City has provided 12,332 first doses of the COVID-19 vaccine, and 3,449 second doses. These vaccinations have occurred at 86 Adult Family Homes, 55 affordable housing buildings with seniors, ten pop-ups, and the city’s two community hubs. Roughly 70 percent of those vaccinated by the City identify as BIPOC communities.

For more information, visit the City’s vaccination website at www.seattle.gov/vaccine. The site contains vaccination information in seven languages, and in-language assistance is also available over the phone.

Even as more residents get vaccinated, public health measures like social distancing, wearing a mask, and washing your hands remain critical. Please continue to follow all public health guidance, and [visit this website from Public Health – Seattle & King County](#) for more information.

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