

**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"> <li>• Approve February 2021 Meeting Minutes</li> <li>• Approve February 2021 Expenditure Report</li> <li>• Approve March 2021 Concurrence Request</li> <li>• Accept March 2021 Management Report</li> </ul>
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"> <li>• 2020 Incentive Plan – Vern Wood <ul style="list-style-type: none"> <li>• Resolution – 2020 Incentive Plan</li> </ul> </li> <li>• Achieving Excellence Program Update – Maiko Winkler-Chin</li> <li>• COVID Vaccine Updates – Jared Jonson &amp; Jamie Lee</li> </ul>
7:00	Discussion / Action	5. Board Business <ul style="list-style-type: none"> <li>• Ad Hoc Sound Transit</li> <li>• Community Initiatives</li> <li>• Real Estate Development</li>   <li>• Other Board Business</li> </ul>
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 16<sup>th</sup>, 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
				<b>Bush Hotel Commercial</b>	<b>\$</b>	<b>74,579.78</b>
Computer Run Checks	General Checking	1731	to	1735	\$	23,890.40
				<b>Bush Hotel Condo</b>	<b>\$</b>	<b>23,890.40</b>
Computer Run Checks	General Checking	198	to	199	\$	17,946.66
				<b>Bush Hotel QalicB</b>	<b>\$</b>	<b>17,946.66</b>
Computer Run Checks	General Checking	989	to	1010	\$	43,383.64
Electronic Funds Transfers	General Checking		eft		\$	15,781.12
				<b>Bush Hotel Residential</b>	<b>\$</b>	<b>59,164.76</b>
Computer Run Checks	General Checking	210	to	210	\$	1,125.36
Electronic Funds Transfers	General Checking		eft		\$	98,725.23
				<b>CIDpda</b>	<b>\$</b>	<b>99,850.59</b>
Computer Run Checks	General Checking	3648	to	3665	\$	51,459.52
Electronic Funds Transfers	General Checking		eft		\$	24,862.81
				<b>DVA</b>	<b>\$</b>	<b>76,322.33</b>
Electronic Funds Transfers	General Checking		eft		\$	75.73
				<b>Hinghay</b>	<b>\$</b>	<b>75.73</b>
Computer Run Checks	General Checking	652	to	666	\$	75,279.40
Electronic Funds Transfers	Bond Revenue		eft		\$	340,000.00
				<b>IDVS1 Commercial</b>	<b>\$</b>	<b>415,279.40</b>

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

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
<b>bhcommop - General Checking</b>				
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
<b>Total bhcommop - General Checking</b>			<b>74,579.78</b>	
<b>bhcondop - General Checking</b>				
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
<b>Total bhcondop - General Checking</b>			<b>23,890.40</b>	
<b>bhqalop - General Checking</b>				
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
<b>Total bhqalop - General Checking</b>			<b>17,946.66</b>	
<b>bhresope - General Checking</b>				
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
<b>Total bhresope - General Checking</b>			<b>59,164.76</b>	

Check#	Vendor	Check	Total	Note
		Date	Check	
<b>cidpdao3 - General Checking</b>				
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
<b>Total cidpdao3 - General Checking</b>			<b>99,850.59</b>	
<b>cobocap1 - Comm Bond Revenue</b>				
ACH	idvs2lib - IDVS2 Library/Parking	2/22/2021	15,000.00	Transfer for Operating Expenses
<b>Total cobocap1 - Comm Bond Revenue</b>			<b>15,000.00</b>	
<b>dvaop - General Checking</b>				
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	ahmwas - 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
<b>Total dvaop - General Checking</b>			<b>76,322.33</b>	
<b>hingop2 - General Checking</b>				
ACH	paypal - PayPal	2/9/2021	75.73	Bank Fee/Charges
<b>Total hingop2 - General Checking</b>			<b>75.73</b>	
<b>idvs2op4 - General Checking</b>				
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
<b>Total idvs2op4 - General Checking</b>			<b>16,707.87</b>	
<b>idvsreve - Revenue Account-Trust</b>				
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
<b>Total idvsreve - Revenue Account-Trust</b>			<b>340,000.00</b>	
<b>nccomop2 - General Checking</b>				
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	Total Check	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
<b>Total nccomop2 - General Checking</b>			<b>29,863.41</b>	
<b>nchotop - General Checking</b>				
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
<b>Total nchotop - General Checking</b>			<b>28,100.15</b>	
<b>ncmaster - General Checking</b>				
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
<b>Total ncmaster - General Checking</b>			<b>37,886.81</b>	
<b>ncredop - General Checking</b>				
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
<b>Total ncredop - General Checking</b>			<b>31,679.08</b>	
<b>pdaopacc - General Checking</b>				
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	alifo - 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
<b>Total pdaopacc - General Checking</b>			<b>256,239.65</b>	
<b>pdaopre3 - LGIP</b>				
ACH	scidpda - SCIDpda	2/4/2021	250,000.00	Transfer for Operating Expenses (Development Project - North Lot Housing)
<b>Total pdaopre3 - LGIP</b>			<b>250,000.00</b>	
<b>vs1op - General Checking</b>				
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
<b>Total vs1op - General Checking</b>			<b>75,279.40</b>	
<b>vs2conop - General Checking</b>				
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
<b>Total vs2conop - General Checking</b>			<b>25,516.74</b>	
<b>vs2lpop - General Checking</b>				
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
<b>Total vs2lpop - General Checking</b>			<b>26,619.29</b>	
			<b>1,484,722.65</b>	

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 2<sup>nd</sup> 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 31<sup>st</sup>. 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 1<sup>st</sup> 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
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
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/>
<b>TOTAL CURRENT ASSETS</b>	<b>14,746,904</b>	<b>11,653,321</b>	<b>3,093,583</b>
<b>LONG-TERM ASSETS</b>			
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/>
<b>TOTAL LONG-TERM ASSETS</b>	<b>35,813,706</b>	<b>37,281,452</b>	<b>-1,467,746</b>
<b>OTHER ASSETS</b>			
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;

	<b>Balance</b>	<b>Beginning</b>	<b>Net</b>
	<b>Current Period</b>	<b>Balance</b>	<b>Change</b>
Investment in Other Entities	5,312,548	5,292,341	20,207
Development Projects	3,800,715	1,677,688	2,123,026
<b>TOTAL OTHER ASSETS</b>	<b>10,830,781</b>	<b>8,828,931</b>	<b>2,001,850</b>
<b>TOTAL OTHER ASSETS</b>	<b>10,830,781</b>	<b>8,828,931</b>	<b>2,001,850</b>
<b>TOTAL ASSETS</b>	<b>61,391,391</b>	<b>57,763,704</b>	<b>3,627,687</b>
<b>LIABILITIES &amp; CAPITAL</b>			
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
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
<b>TOTAL PAYABLES &amp; OBLIGATIONS</b>	<b>2,075,601</b>	<b>1,651,649</b>	<b>423,952</b>
ACCRUED EXPENSES			
Accrued Expenses	1,635,273	1,608,464	26,809
<b>TOTAL ACCRUED EXPENSES</b>	<b>1,635,273</b>	<b>1,608,464</b>	<b>26,809</b>
<b>TOTAL CURRENT LIABILITIES</b>	<b>3,710,874</b>	<b>3,260,113</b>	<b>450,761</b>
<b>LONG-TERM LIABILITIES</b>			
MORTGAGES & OTHER OBLIGATIONS			
Loan Payable	29,602,740	27,387,566	2,215,174
Bonds Payable - Net	326,181	357,406	-31,225
<b>TOTAL MORTGAGES &amp; OTHER OBLIGATIONS</b>	<b>29,928,921</b>	<b>27,744,972</b>	<b>2,183,949</b>
<b>TOTAL LONG-TERM LIABILITIES</b>	<b>29,928,921</b>	<b>27,744,972</b>	<b>2,183,949</b>
<b>OTHER LIABILITIES</b>			
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
<b>TOTAL OTHER LIABILITIES</b>	<b>1,539,378</b>	<b>1,128,585</b>	<b>410,793</b>
<b>TOTAL LIABILITIES</b>	<b>35,179,173</b>	<b>32,133,671</b>	<b>3,045,502</b>

**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;

	<b>Balance</b>	<b>Beginning</b>	<b>Net</b>
	<b>Current Period</b>	<b>Balance</b>	<b>Change</b>
<b>CAPITAL</b>			
Retained Earnings	26,212,218	25,630,034	582,184
<b>TOTAL CAPITAL</b>	<b>26,212,218</b>	<b>25,630,034</b>	<b>582,184</b>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>61,391,391</b>	<b>57,763,704</b>	<b>3,627,687</b>

## 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)
<b>REVENUE</b>								
<b>RENT INCOME</b>								
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
<b>NET RENT INCOME</b>	<b>51,951</b>	<b>1,314,001</b>	<b>4,649,835</b>	<b>0</b>	<b>0</b>	<b>6,015,786</b>	<b>5,954,407</b>	<b>61,380</b>
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
<b>TOTAL REVENUE</b>	<b>396,159</b>	<b>1,314,263</b>	<b>5,082,235</b>	<b>1,384,438</b>	<b>722,378</b>	<b>8,899,473</b>	<b>8,634,805</b>	<b>264,669</b>
<b>EXPENSES</b>								
<b>ADMINISTRATIVE</b>								
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)
<b>TOTAL ADMINISTRATIVE</b>	<b>404,112</b>	<b>419,108</b>	<b>1,228,508</b>	<b>1,101,497</b>	<b>1,320,730</b>	<b>4,473,955</b>	<b>4,425,362</b>	<b>(48,593)</b>
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
<b>TOTAL OPERATING EXPENSES</b>	<b>446,298</b>	<b>419,108</b>	<b>2,619,078</b>	<b>1,213,597</b>	<b>1,437,349</b>	<b>6,135,430</b>	<b>6,043,312</b>	<b>(92,118)</b>
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
<b>NET INCOME BEFORE DEPR &amp; AMORT</b>	<b>(50,139)</b>	<b>653,234</b>	<b>2,176,390</b>	<b>170,841</b>	<b>(780,192)</b>	<b>2,170,135</b>	<b>1,988,910</b>	<b>181,225</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>								
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)		
<b>NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES</b>	<b>0</b>	<b>(19,005)</b>	<b>(98,293)</b>	<b>0</b>	<b>(2,688,977)</b>	<b>(2,806,275)</b>		
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>								
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)		
<b>NET CASH PROVIDED (USED) BY FINANCING ACTIVITIES</b>	<b>0</b>	<b>(146,030)</b>	<b>(635,210)</b>	<b>0</b>	<b>2,635,853</b>	<b>1,854,613</b>		
<b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	<b>(50,139)</b>	<b>488,199</b>	<b>1,442,888</b>	<b>170,841</b>	<b>(833,316)</b>	<b>1,218,473</b>		

## 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	<b>Rule In/Out</b> 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	<b>Self-Education</b> 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	<b>Educate Community</b> 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	<b>Take a Position</b> 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	<b>Advocacy Campaign</b> 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 1<sup>st</sup> 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 1<sup>st</sup> 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 45<sup>th</sup> 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](mailto: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](http://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](mailto: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](#)

---



**City of Seattle**  
Mayor Jenny A. Durkan

## **NEWS RELEASE FROM THE OFFICE OF THE MAYOR**

**Contact:** Kelsey Nyland, [Kelsey.Nyland@seattle.gov](mailto: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](http://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.

###

[Privacy and Mailing List Policy](#)

[List-Unsubscribe - Click and press send](#) | [List-Subscribe](#) | [List-Owner](#)