

BOARD MEETING AGENDA

Tuesday, February 20, 2024

5:30 – 6:30 p.m.



Virtual:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTlIINGIxZTctNDQ1My00ZDdhLTkzYmMtMGVmY2Y3OGNmMzhi%40thread.v2/0?context=%7b%22Tid%22%3a%220a5376b2-b919-40e2-bfa3-b4b75fda823f%22%2c%22Oid%22%3a%224f089a85-c857-4d1d-8012-16100951d81a%22%7d

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 – Tiernan Martin Agenda Approval Public Comment – <i>public may sign up to address the board for up to 2 minutes on matters on this agenda</i>
5:32	Approval	2. Consent Agenda Resolution <ul style="list-style-type: none">• Approve January Meeting Minutes• Approve February Concurrence Requests• Accept January Expenditure Reports
5:33	Approval/Discussion	3. Staff updates <ul style="list-style-type: none">• 2024 Incentive Plan – Jared and Jamie<ul style="list-style-type: none">• Resolution – 2024 Incentive Plan• Real Estate Development – Josh Park<ul style="list-style-type: none">• Resolution – 13th and Fir Subordinate Loan• Resolution – Spic N Span Acquisition Resolution
5:45	Discussion	4. Board Business <ul style="list-style-type: none">• Reminder – April In-person board meeting• Board Roster
6:10	Action	5. Adjourn – Tiernan Martin

Important meeting dates:

- CIDBIA Lunar New Year Celebration 2/24, 11am-4pm
- March Board meeting – March 19, 2024
- April Board meeting (IN PERSON) – April 26, 2024

****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 24-02-20-01

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 January Meeting Minutes
- Approve February Concurrence Requests
- Accept January Expenditure Reports

Board President

Date

Board Secretary

Date

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.*

February 2024 Items

Community Initiatives

- \$81,000 – Shanti Breznau Consulting LLC – Funding to support Shanti Breznau, CID Small Business Developer, to work on new small business stabilization, recruitment, existing small business retention, and technical assistance

Property Operations

Real Estate Development

Expenditure Certification Memorandum

DATE: **01/31/2024**
 TO: **Board of Directors**
 FROM: **Winston Samson, Director of Finance**
 RE: **January 2024 Expenditure Certification**

I, Winston Samson, 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.

Winston Samson, Director of Finance

Computer Run Checks	General Checking	206	to	228	\$	73,673.87
Computer Run Checks	Security Deposit	101	to	101	\$	101.00
				13th & Fir	\$	73,774.87
Computer Run Checks	General Checking	2202	to	2213	\$	51,068.04
Electronic Funds Transfers	General Checking		eft		\$	11,358.13
				Bush Hotel Commercial	\$	62,426.17
Computer Run Checks	General Checking	1916	to	1921	\$	26,240.97
				Bush Hotel Condo	\$	26,240.97
Computer Run Checks	General Checking	227	to	227	\$	50,000.00
Electronic Funds Transfers	General Checking		eft		\$	20,131.35
				Bush Hotel QalicB	\$	70,131.35
Computer Run Checks	General Checking	1674	to	1694	\$	36,219.79
Electronic Funds Transfers	General Checking		eft		\$	18,780.84
				Bush Hotel Residential	\$	55,000.63
Computer Run Checks	General Checking	129	to	130	\$	4.51
Electronic Funds Transfers	General Checking TCB		eft		\$	150,000.00
				CIDPDA	\$	150,004.51
Computer Run Checks	General Checking	4261	to	4278	\$	50,909.91
Electronic Funds Transfers	General Checking		eft		\$	23,828.30
				DVA	\$	74,738.21
Electronic Funds Transfers	General Checking TCB		eft		\$	165.61
				Hing Hay Coworks	\$	#CONNECT!
Computer Run Checks	General Checking	1234	to	1249	\$	66,033.96
				IDVS1 Commercial	\$	66,033.96
Computer Run Checks	General Checking	491	to	496	\$	33,169.79
				IDVS2 Condo	\$	33,169.79
Computer Run Checks	General Checking	696	to	705	\$	20,882.25
Electronic Funds Transfers	General Checking		eft		\$	2,735.83
				IDVS2 Library & Parking	\$	23,618.08
Computer Run Checks	General Checking	824	to	832	\$	12,163.89
Electronic Funds Transfers	General Checking		eft		\$	5,006.80

		IDVS2 Commercial		\$ 17,170.69
Computer Run Checks	General Checking	199	to 207	\$ 4,330,407.92
		Lot on the Hill		#CONNECT!
Computer Run Checks	General Checking	1356	to 1367	\$ 32,418.33
		New Central Commercial		#CONNECT!
Computer Run Checks	General Checking	320	to 321	\$ 35,093.16
Electronic Funds Transfers	General Checking		eft	\$ 17,368.30
		New Central Hotel		\$ 52,461.46
Computer Run Checks	General Checking	1547	to 1560	\$ 39,377.86
		New Central Residential		#CONNECT!
Computer Run Checks	General Checking	394	to 436	\$ 155,036.64
Electronic Funds Transfers	General Checking		eft	\$ 12.44
EFTs for Payroll	General Checking	01/11 & 01/24 & 01/25/24		\$ 566,236.52
		SCIDpda		\$ 721,285.60
				#CONNECT!

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 _____ 2024.

SCID Check Summary

sign10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design21,diageo,dva,ethbc,hinghay

Check#	Vendor	Date	Check	Check Note	Checks	ACH	Payroll
13resop - General Checking							
206	citsea - City of Seattle	1/4/2024	291.00	Business License			
207	hdsupp - HD Supply Facilities Maintenance, LTD	1/4/2024	343.44	Supplies			
208	tromorfs - Trotter & Morton Facility Service of PNW, Inc	1/4/2024	2,813.58	HVAC/Boiler Maint - Contract			
209	welfar - Wells Fargo	1/4/2024	667.44	Office Supplies & Equipment			
210	wesext - Western Exterminator Company	1/4/2024	441.01	Pest Control			
211	ricusa - Ricoh USA, Inc	1/11/2024	205.71	Copier Lease/Maintenance			
212	stu99 - Patrick R Leach	1/11/2024	2,669.60	Advertising and Marketing			
213	t006951 - Weng	1/11/2024	128.77	Move Out Refund			
214	welfar - Wells Fargo	1/11/2024	966.25	Supplies/Fire Systems/Sprinkler - Service Calls			
215	yarsys - Yardi Systems, Inc.	1/11/2024	15.20	Computer - Maintenance			
216	pdamaint - SCIDpda Maintenance Dept	1/18/2024	1,291.96	Maintenance WOs			
217	apalc - Apartments, LLC	1/18/2024	1,129.00	Advertising and Marketing			
218	comcas - Comcast Business	1/18/2024	297.24	Telecomm			
219	firins - First Insurance Funding Corp.	1/18/2024	12,031.78	Insurance			
220	pugsou - Puget Sound Energy	1/18/2024	1,989.26	Natural Gas			
221	reninc - RentGrow, Inc.	1/18/2024	522.00	Credit Screening Fee			
222	scidpda - SCIDpda	1/18/2024	38,936.79	ID Billing			
223	seadptra - Seattle Dept of Transportation	1/18/2024	332.00	Fees/Inspection Charge			
224	tromorfs - Trotter & Morton Facility Service of PNW, Inc	1/18/2024	2,813.58	HVAC/Boiler Maint - Contract			
225	verwir - Verizon Wireless	1/18/2024	340.12	Telecomm			
226	lanlin - LanguageLine Solutions	1/25/2024	1,634.38	Translation/Interpreters			
227	scidpda - SCIDpda	1/25/2024	1,736.06	Management Fee			
228	seahou - Housing Authority of the City of Seattle	1/25/2024	2,077.70	Garbage/Waste Removal			
Total 13resop - General Checking			73,673.87		73,673.87		
13ressd - Security Deposit							
102	bigvil - Big Village LLLP	1/25/2024	101.00	Security Deposit transfer			
Total 13ressd - Security Deposit			101.00			101.00	
bhcommop - General Checking							
2202	bushqali - SCIDpda Bush Hotel QALICB LLC	1/4/2024	41,037.50	Rent			
2203	paclam - Pacific Lamp & Supply Company	1/4/2024	330.75	Supplies			
2204	wesext - Western Exterminator Company	1/4/2024	179.32	Pest Control			
2205	wetass - Wetherholt and Associates, Inc.	1/4/2024	276.59	Capitalized Rehab Expenditures			
2206	repser - Republic Services	1/11/2024	610.69	Garbage/Waste Removal			
2207	welfar - Wells Fargo	1/11/2024	3.94	Telecomm			
2208	pdamaint - SCIDpda Maintenance Dept	1/18/2024	5,381.79	Janitorial WOs			
2209	daijou - Daily Journal of Commerce	1/18/2024	376.07	Capitalized Rehab Expenditures			
2210	verwir - Verizon Wireless	1/18/2024	18.66	Telecomm			
2211	wasman - Waste Management of Seattle	1/18/2024	422.65	Garbage/Waste Removal			
2212	cheken - Che	1/25/2024	30.08	Carpet/Flooring/Window Coverings			
2213	jaccom - Jackson Commercial	1/25/2024	2,400.00	Deposited in Bhcomm in error			
ACH	bushcond - SCIDPDPA Bush Hotel Condo Association	1/18/2024	11,358.13	Condo Billing			
Total bhcommop - General Checking			62,426.17		51,068.04	11,358.13	
bhcondop - General Checking							
1916	seacitli - Seattle City Light	1/4/2024	2,837.53	Electricity			
1917	citseacu - City of Seattle-Combined Utilities	1/18/2024	7,551.47	Garbage/Waste Removal/Water&Sewer			
1918	firins - First Insurance Funding Corp.	1/18/2024	6,059.38	Insurance			
1919	pugsou - Puget Sound Energy	1/18/2024	4,835.12	Natural Gas			
1920	seadptra - Seattle Dept of Transportation	1/18/2024	166.00	Fees/Publix Walk - Review Charge Fee			
1921	tromorfs - Trotter & Morton Facility Service of PNW, Inc	1/25/2024	4,791.47	HVAC/Boiler Maint - Contract			
Total bhcondop - General Checking			26,240.97		26,240.97		
bhqalop - General Checking							
227	scidpda - SCIDpda	1/18/2024	50,000.00	Distributions			
ACH	bannymel - The Bank of New York Mellon Trust Co.	1/16/2024	11,833.33	Deposits with Other Entities			
ACH	bannymel - The Bank of New York Mellon Trust Co.	1/16/2024	3,198.02	Interest Expense			
ACH	thecomm - The Commerce Bank of WA	1/31/2024	5,100.00	Loan			
Total bhqalop - General Checking			70,131.35		50,000.00	20,131.35	
bhresope - General Checking							
1674	busimp - Seattle Economic Development Fund	1/4/2024	1,604.68	Loan			
1675	hdsupp - HD Supply Facilities Maintenance, LTD	1/4/2024	71.60	Supplies			
1676	lirui - Rui Chun Li	1/4/2024	957.21	Tenant Retention			
1677	seacitli - Seattle City Light	1/4/2024	838.04	Electricity			
1678	wetass - Wetherholt and Associates, Inc.	1/4/2024	346.51	Capitalized Rehab Expenditures			
1679	seacitli - Seattle City Light	1/11/2024	240.93	Electricity			
1680	seacitli - Seattle City Light	1/11/2024	476.95	Electricity			
1681	seacitli - Seattle City Light	1/11/2024	21.47	Electricity			
1682	seacitli - Seattle City Light	1/11/2024	68.92	Electricity			
1683	welfar - Wells Fargo	1/11/2024	1,857.13	Telecomm/Locks & Keys/Fire Sustems/Sprinkler - Service Calls			
1684	scidpda - SCIDpda	1/11/2024	-16,178.47	Voided/Pay in split checks			
1684	scidpda - SCIDpda	1/11/2024	16,178.47	ID Billing			
1685	scidpda - SCIDpda	1/11/2024	7,190.16	ID Billing			
1686	scidpda - SCIDpda	1/11/2024	8,988.31	ID Billing			
1687	pdamaint - SCIDpda Maintenance Dept	1/18/2024	9,957.50	Janitorial WOs			
1688	daijou - Daily Journal of Commerce	1/18/2024	470.93	Capitalized Rehab Expenditures			
1689	reninc - RentGrow, Inc.	1/18/2024	54.00	Credit Screening Fee			
1690	verwir - Verizon Wireless	1/18/2024	142.55	Telecomm			

SCID Check Summary

sign10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design21,diageo,dva,ethbc,hinghay

	1691	citseacu - City of Seattle-Combined Utilities	1/25/2024	75.43	Water/Sewer		
	1692	scidpda - SCIDpda	1/25/2024	119.09	Maintenance WOs		
	1693	wasthous - WA State Housing Finance Commission	1/25/2024	2,375.00	Annual Compliance Fees		
	1694	wesext - Western Exterminator Company	1/25/2024	363.38	Pest Control		
ACH		bushcond - SCIDPDA Bush Hotel Condo Association	1/18/2024	14,716.84	Condo Billing		
ACH		thecomm - The Commerce Bank of WA	1/31/2024	4,064.00	Loan		
Total bhresope - General Checking				55,000.63		36,219.79	18,780.84
cidpdao4 - General Checking							
	129	scidpda - SCIDpda	1/4/2024	1.66	ID Billing		
	130	scidpda - SCIDpda	1/11/2024	2.85	ID Billing		
ACH		scidpda - SCIDpda	1/23/2024	150,000.00	Donation Distribution		
Total cidpdao4 - General Checking				150,004.51		4.51	150,000.00
dvaop - General Checking							
	4261	cenlin - CenturyLink	1/4/2024	483.21	Telecomm		
	4262	contec - Convergent Technologies LLC	1/4/2024	456.44	Fire Systems/Sprinkler - Service Calls		
	4263	hdsupp - HD Supply Facilities Maintenance, LTD	1/4/2024	161.12	Supplies		
	4264	idvs2lib - IDVS2 Library/Parking	1/4/2024	17,593.75	Loan		
	4265	welfar - Wells Fargo	1/4/2024	292.69	Office Supplies & Equipment		
	4266	hdsupp - HD Supply Facilities Maintenance, LTD	1/11/2024	137.81	Supplies		
	4267	seacitti - Seattle City Light	1/11/2024	12.18	Electricity		
	4268	welfar - Wells Fargo	1/11/2024	1,567.73	Telecomm/Locks & Keys/Supplies		
	4269	wesext - Western Exterminator Company	1/11/2024	363.38	Pest Control		
	4270	scidpda - SCIDpda	1/11/2024	7,284.39	ID Billing		
	4271	scidpda - SCIDpda	1/11/2024	6,733.80	ID Billing		
	4272	pdamaint - SCIDpda Maintenance Dept	1/18/2024	7,989.47	Janitorial WOs		
	4273	hdsupp - HD Supply Facilities Maintenance, LTD	1/18/2024	206.70	Supplies		
	4274	verwir - Verizon Wireless	1/18/2024	98.47	Telecomm		
	4275	wavbro - WAVE	1/18/2024	104.72	Telecomm		
	4276	boboad - Bob Oates Sewer Rooter, LLC	1/25/2024	4,895.04	Plumbing		
	4277	chemur - Mureng Chen	1/25/2024	569.01	Tenant Retention		
	4278	wasthous - WA State Housing Finance Commission	1/25/2024	1,960.00	Annual Compliance Fees		
ACH		idvs2con - IDVS2 Condo Association	1/18/2024	23,828.30	Condo Billing		
Total dvaop - General Checking				74,738.21		50,909.91	23,828.30
hingop3 - General Checking							
ACH		paypal - PayPal	1/1/2024	165.61	Bank Fees & Charges		
Total hingop3 - General Checking				165.61			165.61
idvs2op4 - General Checking							
	824	accar - Guy Williamson	1/11/2024	475.00	Janitorial - Service		
	825	repser - Republic Services	1/11/2024	2,882.64	Garbage/Waste Removal		
	826	welfar - Wells Fargo	1/11/2024	2.37	Telecomm		
	827	wesext - Western Exterminator Company	1/11/2024	145.36	Pest Control		
	828	pdamaint - SCIDpda Maintenance Dept	1/18/2024	1,720.47	Janitorial WOs		
	829	idvs2con - IDVS2 Condo Association	1/18/2024	2,914.01	Condo Billing		
	830	verwir - Verizon Wireless	1/18/2024	3.88	Telecomm		
	831	wasman - Waste Management of Seattle	1/18/2024	3,874.80	Garbage/Waste Removal		
	832	wesext - Western Exterminator Company	1/25/2024	145.36	Pest Control		
ACH		herban - Heritage Bank	1/20/2024	5,006.80	Loan		
Total idvs2op4 - General Checking				17,170.69		12,163.89	5,006.80
lotconst - Construction Account							
	199	beecon - B.E.E. Consulting, LLC	1/11/2024	6,840.00	Development Project-North Lot Housing/Draw 11		
	200	gtgcon - GTG Consultants Inc.	1/11/2024	3,800.00	Development Project-North Lot Housing/Draw 11		
	201	kraass - Krazan & Associates, Inc.	1/11/2024	7,575.00	Development Project-North Lot Housing/Draw 11		
	202	scidpda - SCIDpda	1/11/2024	6,844.82	Development Project-North Lot Housing		
	203	thipla - Third Place Design Co-operative Inc.	1/11/2024	8,790.00	Development Project-North Lot Housing/Draw 11		
	204	edgdev - EDGE DEVELOPERS LLC	1/18/2024	12,000.00	Development Project-North Lot Housing/Draw 11		
	205	marcon - Marpac Construction LLC	1/18/2024	4,030,908.71	Development Project-North Lot Housing/Draw 11		
	206	wasthous - WA State Housing Finance Commission	1/18/2024	210,175.00	Development Project-North Lot Housing/Draw 11		
	207	webtho - Weber Thompson	1/18/2024	43,474.39	Development Project-North Lot Housing/Draw 11		
Total lotconst - Construction Account				4,330,407.92		4,330,407.92	
nccomop2 - General Checking							
	1356	seacitti - Seattle City Light	1/4/2024	543.35	Electricity		
	1357	shewil - Sherwin-Williams Co.	1/4/2024	664.97	Supplies		
	1358	scidpda - SCIDpda	1/11/2024	1,667.96	ID Billing		
	1359	seacitti - Seattle City Light	1/11/2024	2,742.28	Electricity		
	1360	welfar - Wells Fargo	1/11/2024	5.92	Telecomm		
	1361	wesext - Western Exterminator Company	1/11/2024	397.50	Pest Control		
	1362	pdamaint - SCIDpda Maintenance Dept	1/18/2024	2,719.25	Maintenance WOs		
	1363	firins - First Insurance Funding Corp.	1/18/2024	1,594.02	Insurance		
	1364	newcenth - New Central Hotel LLC	1/18/2024	21,172.00	Rent		
	1365	verwir - Verizon Wireless	1/18/2024	13.12	Telecomm		
	1366	wasman - Waste Management of Seattle	1/18/2024	129.87	Garbage/Waste Removal		
	1367	tromorfs - Trotter & Morton Facility Service of PNW, Inc	1/25/2024	768.09	HVAC/Boiler Maint - Contract		
Total nccomop2 - General Checking				32,418.33		32,418.33	
nchotop - General Checking							
	320	easwes - East-West Investment Co.	1/11/2024	5,093.16	Ground Lease Expense		
	321	scidpda - SCIDpda	1/18/2024	30,000.00	Distributions		

SCID Check Summary

sign10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design21,diageo,dva,ethbc,hinghay

ACH	welfar - Wells Fargo	1/10/2024	17,368.30	Loan		
Total nchotop - General Checking			52,461.46		35,093.16	17,368.30
ncresop - General Checking						
1547	cenlin - CenturyLink	1/4/2024	141.30	Telecomm		
1548	seacitli - Seattle City Light	1/4/2024	5,145.64	Electricity		
1549	welfar - Wells Fargo	1/4/2024	56.31	Office Supplies & Equipment		
1550	scidpda - SCIDpda	1/11/2024	6,708.42	ID Billing		
1551	seacitli - Seattle City Light	1/11/2024	2,016.72	Electricity		
1552	welfar - Wells Fargo	1/11/2024	89.87	Telecomm/Locks & Keys		
1553	wesext - Western Exterminator Company	1/11/2024	363.38	Pest Control		
1554	firins - First Insurance Funding Corp.	1/18/2024	1,383.22	Insurance		
1555	newcenth - New Central Hotel LLC	1/18/2024	17,323.00	Rent		
1556	verwir - Verizon Wireless	1/18/2024	91.87	Telecomm		
1557	chemur - Mureng Chen	1/25/2024	279.04	Tenant Retention		
1558	kidmat - Kidder Mathews	1/25/2024	4,500.00	Professional Fees & Consulting		
1559	pugsou - Puget Sound Energy	1/25/2024	324.34	Natural Gas		
1560	tromorfs - Trotter & Morton Facility Service of PNW, Inc	1/25/2024	954.75	HVAC/Boiler Maint - Contract		
Total ncresop - General Checking			39,377.86		39,377.86	
pdaop1 - General Checking						
394	visser - Vision Service Plan	1/1/2024	431.50	Employee Benefits - Vision		
395	wasden - Delta Dental of Washington	1/1/2024	2,965.30	Employee Benefits - Dental		
396	alfgro - The Alford Group Inc.	1/4/2024	13,250.00	Professional Fees & Consulting		
397	bushcomm - SCIDpda Bush Hotel Commercial	1/4/2024	13,870.18	Rent		
398	ferlity - Liyan Feng	1/4/2024	40.95	Staff Appreciation		
399	kaifou - of Washington Options Inc	1/4/2024	36,245.74	Employee Benefits - Medical		
400	newcentc - SCIDpda New Central Commercial, Inc	1/4/2024	1,022.00	Rent		
401	ownmig - Own The Night Productions, Inc.	1/4/2024	5,411.59	Professional Fees & Consulting		
402	percoi - Perkins Coie LLP	1/4/2024	1,785.00	Legal		
403	scidpda - SCIDpda	1/4/2024	2,187.50	Monthly LH Replacement Reserve Deposit		
404	seacitli - Seattle City Light	1/4/2024	152.64	Electricity		
405	spalig - SparkLab Lighting Design, LLC	1/4/2024	3,650.00	Program - Prof Fees & Consulting		
406	thoreu - Thomson Reuters Inc - R&G	1/4/2024	359.58	Training and Education		
407	welfar - Wells Fargo	1/4/2024	2,067.70	Training & Education/Office Supplies & Equipment		
408	welfar - Wells Fargo	1/4/2024	906.60	Staff Appreciation/Employee Parking Benefits/Travel/Computer Software		
409	welfar - Wells Fargo	1/4/2024	17.12	Postage		
410	wesext - Western Exterminator Company	1/4/2024	143.27	Pest Control		
411	welfar - Wells Fargo	1/4/2024	575.00	Training & Education		
412	forinc - Forterra, Inc	1/11/2024	489.27	Due & Subscriptions/Q1 2024 CompWise Service Fee		
413	hartfo - The Hartford	1/11/2024	1,441.84	Employee Benefits - Life Insurance		
414	idvs2lib - IDVS2 Library/Parking	1/11/2024	160.00	Employee Parking Benefits		
415	louhot - Louisa Hotel Master Tenant LLC	1/11/2024	315.00	Employee Parking Benefits		
416	pbseng - PBS Engineering and Environmental Inc.	1/11/2024	8,738.24	Professional Fees & Consulting		
417	ricusa - Ricoh USA, Inc	1/11/2024	208.21	Copier Lease/Maintenance		
418	ricusa - Ricoh USA, Inc	1/11/2024	217.26	Copier Lease/Maintenance		
419	ricusa - Ricoh USA, Inc	1/11/2024	328.33	Copier Lease/Maintenance		
420	wavbro - WAVE	1/11/2024	155.62	Telecomm		
421	welfar - Wells Fargo	1/11/2024	1,443.49	Program Expenses/Office Supplies & Equipment/Computer License		
422	welfar - Wells Fargo	1/11/2024	376.90	Office Supplies & Equipment/Staff Appreciation		
423	welfar - Wells Fargo	1/11/2024	727.38	Office Supplies & Equipment/Computer Hardware		
424	pdamaint - SCIDpda Maintenance Dept	1/18/2024	2,014.00	Janitorial WOs		
425	allres - Allied Residential, Inc.	1/18/2024	41,613.00	Professional Fees & Consulting/CRH/2024 Jan Operating Expense		
426	berkco - BERK Consulting, Inc	1/18/2024	5,703.30	Program - Prof Fees & Consulting		
427	colint - Colliers International Valuation & Advisory Serv	1/18/2024	3,200.00	Professional Fees & Consulting		
428	lirui - Rui Chun Li	1/18/2024	44.54	Training & Education		
429	net2ph - Net2Phone Inc.	1/18/2024	727.22	Telecomm		
430	purpow - The Pitney Bowes Bank Inc.	1/18/2024	503.50	Postage		
431	ricoh - Ricoh USA, Inc	1/18/2024	24.31	Copier Lease/Maintenance		
432	verwir - Verizon Wireless	1/18/2024	618.86	Telecomm		
433	hrdire - HRdirect	1/25/2024	104.73	Office Supplies & Equipment		
434	intpark - Interim Parking Services	1/25/2024	400.00	Employee Parking Benefits		
435	nwiglo - NWI Global	1/25/2024	224.28	Translation/Interpreters		
436	pitbowgf - Pitney Bowes Global Financial Services LLC	1/25/2024	175.69	Postage/Meter Lease		
ACH	stwab&o - Department of Revenue	1/24/2024	12.44	Tax		
Subtotal pdaop1 - General Checking			155,049.08			
	Paylocity	1/11/2024	124,995.94	Payroll		
	Paylocity	1/24/2024	309,558.47	Payroll/Incentive Pay		
	Paylocity	1/25/2024	131,682.11	Payroll		
Subtotal pdaop1 - General Checking			566,236.52			
Subtotal pdaop1 - General Checking			721,285.60		155,036.64	12.44
Total pdaop1 - General Checking			721,285.60		155,036.64	12.44
vs1op - General Checking						
1234	welfar - Wells Fargo	1/4/2024	4.28	Postage		
1235	beabui - Beacon Sales Acquisition, Inc.	1/11/2024	193.54	Supplies		
1236	cenlin - CenturyLink	1/11/2024	81.00	Telecomm		
1237	repser - Republic Services	1/11/2024	2,805.64	Garbage/Waste Removal		
1238	welfar - Wells Fargo	1/11/2024	2.37	Telecomm		
1239	bushcond - SCIDPDA Bush Hotel Condo Association	1/11/2024	-9,000.00	ID Billing		
1239	bushcond - SCIDPDA Bush Hotel Condo Association	1/11/2024	9,000.00	Voided/Wrong Payee		
1240	scidpda - SCIDpda	1/11/2024	8,159.23	ID Billing		
1241	scidpda - SCIDpda	1/11/2024	9,000.00	ID Billing		
1242	pdamaint - SCIDpda Maintenance Dept	1/18/2024	1,491.35	Maintenance WOs		

SCID Check Summary

sign10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design21,diageo,dva,ethbc,hinghay

1243	citseacu - City of Seattle-Combined Utilities	1/18/2024	10,542.14	Water/Sewer	
1244	pugsou - Puget Sound Energy	1/18/2024	826.56	Natural Gas	
1245	seacitli - Seattle City Light	1/18/2024	15,438.65	Electricity	
1246	tromorfs - Trotter & Morton Facility Service of PNW, Inc	1/18/2024	12,499.04	HVAC/Boiler Maint - Contract	
1247	verwir - Verizon Wireless	1/18/2024	56.61	Telecomm	
1248	wasman - Waste Management of Seattle	1/18/2024	2,820.65	Garbage/Waste Removal	
1249	pugsou - Puget Sound Energy	1/25/2024	2,112.90	Natural Gas	
Total vs1op - General Checking			66,033.96		66,033.96
vs2conop - General Checking					
491	cenlin - CenturyLink	1/11/2024	69.64	Telecomm	
492	seacitli - Seattle City Light	1/11/2024	226.91	Electricity	
493	pdamaint - SCIDpda Maintenance Dept	1/18/2024	295.74	Janitorial WOs	
494	citseacu - City of Seattle-Combined Utilities	1/18/2024	22,689.41	Garbage/Waste Removal/Water&Sewer	
495	firins - First Insurance Funding Corp.	1/18/2024	7,420.69	Insurance	
496	tromorfs - Trotter & Morton Facility Service of PNW, Inc	1/25/2024	2,467.40	HVAC/Boiler Maint - Contract	
Total vs2conop - General Checking			33,169.79		33,169.79
vs2lpop - General Checking					
696	cenlin - CenturyLink	1/4/2024	294.27	Telecomm	
697	usbank - US Bank/TFM/97298300/Mainyua Yang	1/4/2024	14,607.29	Loan	
698	welfar - Wells Fargo	1/4/2024	12.84	Postage	
699	welfar - Wells Fargo	1/4/2024	4.40	Postage	
700	welfar - Wells Fargo	1/11/2024	9.46	Telecomm	
701	pdamaint - SCIDpda Maintenance Dept	1/18/2024	1,358.76	Janitorial WOs	
702	dva - Domingo Viernes Apartments	1/18/2024	153.03	Access Control Systems	
703	verwir - Verizon Wireless	1/18/2024	25.62	Telecomm	
704	chemur - Mureng Chen	1/25/2024	116.58	Office Supplies & equipment	
705	usbank1 - US Bank	1/25/2024	4,300.00	Prepaid Expenses - 97298400/97298300/Special Obligation Bonds Series 02B/02A	
ACH	idvs2con - IDVS2 Condo Association	1/18/2024	2,735.83	Condo Billing	
Total vs2lpop - General Checking			23,618.08		20,882.25 2,735.83
			5,828,426.01		5,012,801.89 249,387.60 566,236.52

Resolution 24-02-20-__

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 46 full and part-time individuals. The SCIDpda Board (Board) recognizes and values SCIDpda's skilled and committed staff, maintains a goal to improve staff benefits, and thereby wishes to authorize an incentive compensation plan for 2024 for all eligible staff. Eligible staff are permanent employees on the award date of December 31, 2024.

Additionally, the Board desires to reward positive performance for meeting and/or exceeding specified Authority goals for 2024 as outlined below.

Systems operate better to serve CID community needs.

- Fully onboard Small Business Relief Team staff to online small business database by September 31, 2024.
- Identify SCIDpda priorities in City of Seattle-led Sound Transit 3 community benefits agreement process by December 31, 2024.

Affordable Housing is developed, and CID properties preserved to meet community needs.

- Submit combined funders application for the Little Saigon Landmark Project by October 31, 2024.
- Acquire Spic N Span parcel and file Prospective Purchaser Consent Decree with the State of Washington by March 31, 2024.
- Restart Resident Services Program by June 1, 2024.
- Support implementation of affirmative marketing plan and identify at least two (2) leasing/outreach partners to support lease-up Beacon Pacific Village by June 1, 2024.

SCIDpda organization and lines of business are developed to achieve intended impact and sustainability.

- Neutralize the impact of multi-year grants on financial results and budgets. Devise new ways to track restricted grant revenue, expenses, and fund balances by December 31, 2024.
- Improve audit trail and documentation of transactions in Yardi by utilizing its cloud storage tools by December 31, 2024.
- Finalize plan for 50th Anniversary activities by December 31, 2024.

Rewards are to be made to eligible employees for meeting and/or exceeding specified Authority goals for 2024, up to a maximum of 6% of the employee's 2024 salary/wages. The

rewards are to be made after the award date of December 31, 2024, and no later than March 31, 2025.

The total amount of the incentive compensation will be determined by recommendation of the Director of Finance to the Finance Committee of the Board, who will review both performance against goals and available cash for award payment.

We, the Board of SCIDpda, authorize and approve this incentive compensation plan for 2024 as outlined above. Further, we authorize the Director of Finance and the Finance Committee of the Board to make recommendations on the total amount of the award to be granted.

Board President

Date

Board Treasurer

Date

**RESOLUTION OF
SEATTLE CHINATOWN-INTERNATIONAL DISTRICT PRESERVATION AND
DEVELOPMENT AUTHORITY,
A WASHINGTON PUBLIC CORPORATION
(Supplemental Resolution (New City Loan) – 13th & Fir (Yesler Family Housing))**

RESOLUTION NO. 24- _____

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 adopted Resolution No. 21-02-16-02 on February 16, 2021 and Resolution No. 23-6-21-02 on June 21, 2023 (collectively, the “**Previous Resolutions**”) in connection with the development of real property located at 1215 East Fir Street, Seattle, WA with a mixed use building with the Project as defined in the Previous Resolution.

WHEREAS, all capitalized terms not defined herein shall have the meanings set forth in the Previous Resolutions.

WHEREAS, pursuant to the Previous Resolutions, SCIDpda in its applicable Capacities, was authorized to obtain financing from various private and public sources in furtherance of the Project.

WHEREAS, in furtherance of the Project and pursuant to the Previous Resolutions, the Partnership previously obtained a loan in the principal sum of \$6,000,000 from the City of Seattle, a Washington municipal corporation (the “**City**”), for the development of the Project (the “**City Loan**”), which City Loan is evidenced by, among other documents, the following, each dated as of May 17, 2021: (i) that certain Promissory Note in the original principal amount of \$6,000,000 (the “**City Note**”); (ii) that certain Loan Agreement (the “**City Loan Agreement**”); (iii) that certain Leasehold Deed of Trust, Assignment of Rents, Security Agreement and Fixture Filing, recorded under Recording Number 20210518001504 in the records of King County, Washington (the “**City DOT**”); (iv) that certain Regulatory Agreement (Covenants and Easements for Low-Income Housing) recorded under Recording Number 20210518000193 in the records of King County, Washington (the “**City Regulatory Agreement**”); and (v) that certain Certificate and Indemnity Agreement Regarding Hazardous Substances and Building Laws (the “**City Environmental Indemnity**” and, together with the City Note, City Loan Agreement, City DOT and City Regulatory Agreement, collectively, as amended, the “**City Loan Documents**”).

WHEREAS in connection with increased Project costs, the Partnership has requested and the City has agreed to increase the City Loan amount by an approximate amount of \$2,000,000 (or such higher or lower amount as an Authorized Representative (defined below) deems reasonably necessary or advisable) (the “**City Loan Increase**”), and the City Loan Documents will be amended to reflect the City Loan Increase, which amendments may include the Partnership executing an additional Promissory Note and Leasehold Deed of Trust, Assignment of Rents, Security Agreement and Fixture Filing to secure the City Loan Increase.

WHEREAS, in furtherance of the foregoing transactions, the Partnership desires to execute any necessary amendments and or restatements to the Equity Documents and Financing Documents to document the City Loan Increase.

WHEREAS, SCIDpda desires to undertake those steps as may be necessary, reasonable and/or advisable for it to (i) ratify and affirm its prior actions taken in connection with the application for and receipt of the City Loan Increase and (ii) close on the City Loan Increase.

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 negotiate, enter into, execute and deliver documents in connection with the City Loan Increase, including, but not limited to, a new Promissory Note evidencing the City Loan Increase; an additional Leasehold Deed of Trust, Assignment of Rents, Security Agreement and Fixture Filing to secure the City Loan Increase; a First Amendment to Regulatory Agreement (Covenants and Easements for Low-Income Housing); a Modification Agreement; a First Amendment to the Priority and Subordination Agreement; any required amendments and or restatements to the Equity Documents and Financing Documents; and any other such documents as may be reasonably required or advisable to effectuate the foregoing.
3. That any and all documents hereby authorized to be executed on behalf of SCIDpda, in its applicable Capacities, are authorized to be executed or taken by any one of the following individuals, acting alone, or their duly appointed successors (the “**Authorized Representatives**”):

Jamie Lee, Co-Executive Director

Jared Johnson, Co-Executive Director

4. Any one Authorized Representatives 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.
5. That while the titles of and parties to the various documents described in this Resolution may change, no change to such titles or parties will affect the authority conferred by this

Resolution to negotiate, execute, deliver and perform under the documents in their final form.

6. That any and all acts authorized pursuant to these Resolutions and performed prior to the passage of these Resolutions are hereby ratified and affirmed.

[Remainder of Page Intentionally Blank]

CERTIFICATE

I, _____, certify that I am the _____ of Seattle Chinatown-International District Preservation and Development Authority (“*Corporation*”) and that the foregoing Resolutions were duly adopted at a meeting of the Board of the Corporation held on March 19, 2024, in accordance with the Charter and Rules and Regulations of the Corporation upon proper notice and at which time a quorum was present.

Dated _____, 2024 By: _____

Name: _____

Title: _____

**RESOLUTION OF
SEATTLE CHINATOWN-INTERNATIONAL DISTRICT PRESERVATION AND
DEVELOPMENT AUTHORITY,
A WASHINGTON PUBLIC CORPORATION
(Spic’N Span Project)**

RESOLUTION NO. _____

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 has identified certain real property and improvements located thereon at 650 S. Dearborn Street in the City of Seattle, Washington (the “**Property**”) as a potential site for the development of an affordable housing project (the “**Project**”). SCIDPA previously entered into a Purchase and Sale Agreement dated May 26, 2023, as amended, with Gerald Ostroff, as his separate estate (“**Seller**”), to purchase the Property for \$7,400,000 (the “**Purchase Agreement**”).

WHEREAS, SCIDpda intends to cause the formation of a Washington limited liability limited partnership (the “**Partnership**”), to serve as the owner, developer, and operator of the Project. SCIDpda intends to serve as the general partner of the Partnership.

WHEREAS, SCIDpda and the Partnership have or will enter into a certain Assignment and Assumption of Purchase and Sale Agreement (the “**Assignment**”), whereby SCIDpda has or will assign to the Partnership all of its rights, duties, and obligations under the Purchase Agreement to the Partnership.

WHEREAS, in furtherance of the Project, SCIDpda applied for an acquisition and predevelopment loan from the Washington State Housing Finance Commission (the “**Commission**”) in the approximate amount of \$6,660,000 (“**LAP Loan**”). The Commission approved SCIDpda’s LAP Loan application pursuant to the terms of the Community Development Land Acquisition Program Term Sheet dated January 12, 2024.

WHEREAS, in furtherance of the Project, SCIDpda has negotiated a Prospective Purchaser Consent Decree with the Washington State Department of Ecology (the “**PPCD**”) with respect to the Property.

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) form the Partnership; (ii) serve as general partner of the Partnership; (iii) cause the Partnership to enter into the Assignment and acquire the Property from Seller according to the terms of the Purchase Agreement; (iv) close on the LAP Loan; (v) enter into the PPCD and (vi) ratify and affirm all steps already taken in connection with

the foregoing.

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 individual corporate capacity and as general partner of the Partnership on behalf of the Partnership, is authorized, empowered and directed to form the Partnership and to enter into, execute, and deliver all such documents as may be required or advisable to form the Partnership.
3. That SCIDpda, in its individual corporate capacity is authorized, empowered and directed to serve as the general partner of the Partnership, 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.
4. That SCIDpda, in its individual corporate capacity and as general partner of the Partnership, is authorized, empowered and directed to negotiate, execute and deliver such documents as may be reasonably required in order for the Partnership to acquire the Property from Seller, including, but not limited to, the Purchase Agreement and any amendments thereto, the Assignment, the PPCD, real estate excise tax affidavit, title affidavits and indemnities, and a settlement statement.
5. That SCIDpda, in its individual corporate capacity and as general partner of the Partnership, is authorized, empowered and directed to execute and deliver such documents as may be reasonably necessary to obtain and close on the LAP Loan. Such documentation may include, but is not limited to, the following:
 1. Loan Agreement
 2. Promissory Note
 3. Deed of Trust, Assignment of Rents, Security Agreement and Fixture Filing
 4. Environmental Indemnification Agreement
 5. Low Income Housing Covenant Agreement (Land Acquisition Program)
 6. Restrictive Use Covenant
 7. Subordination, Nondisturbance, and Attornment Agreement (if applicable)and such other documents as may be reasonably required in connection with the borrowing of the LAP Loan, all with terms the Authorized Representative (defined below) deems reasonable and appropriate.
6. That SCIDpda, in its individual corporate capacity and as general partner of the Partnership, 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.

7. 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 Representative***”):

Jamie Lee, Co-Executive Director

Jared Johnson, Co-Executive Director

8. Any one Authorized Representative is authorized, empowered and directed to take such further action on behalf of SCIDpda, in its individual corporate capacity and as general partner of the Partnership, as such Authorized Representative may deem necessary to effectuate the foregoing.
9. While the titles of and parties to the various documents described in this resolution may change, no change to such titles or parties will affect the authority conferred by this resolution to negotiate, execute, deliver and perform under the documents in their final form.
10. That any and all acts authorized pursuant to these Resolutions and performed prior to the passage of these Resolutions are hereby ratified and affirmed.

[Remainder of Page Intentionally Blank]

CERTIFICATE

I, _____, certify that I am the _____ of Seattle Chinatown-International District Preservation and Development Authority (“***Authority***”) and that the foregoing Resolutions were duly adopted at a meeting of the Board of the Authority held on _____, 2024, in accordance with the Charter and Rules and Regulations of the Authority upon proper notice and at which time a quorum was present and that the above named representatives are representatives of the Authority and occupy the position set opposite their name.

Dated _____, 2024

By: _____

Name: _____

Title: _____

BOARD MEETING AGENDA

Tuesday, January 16, 2024

5:30 – 6:30 p.m.



Virtual:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTlINGIxZTctNDQ1My00ZDdhLTkzYmMtMGVmY2Y3OGNmMzhi%40thread.v2/0?context=%7b%22Tid%22%3a%220a5376b2-b919-40e2-bfa3-b4b75fda823f%22%2c%22Oid%22%3a%224f089a85-c857-4d1d-8012-16100951d81a%22%7d

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 – Cindy Ju Agenda Approval Public Comment – <i>public may sign up to address the board for up to 2 minutes on matters on this agenda</i>
5:32	Approval	2. Consent Agenda Resolution <ul style="list-style-type: none">• Approve December Meeting Minutes• Approve January Concurrence Requests• Accept November and December Expenditure Reports
5:33	Approval/Discussion	3. Resolution re: 2023 Incentive Pay – May Wu 4. Real Estate Updates – Jamie Lee and Jared Jonson 5. 50 th Anniversary Ad Hoc Committee
5:45	Discussion	6. Board Business <ul style="list-style-type: none">• Committee Updates• Quarterly In-person board meetings• Board Roster
6:10	Action	7. Adjourn – Cindy Ju

Important meeting dates:

- Staff Holiday Party – February 8, noon, Joyale
- February Board meeting – February 20, 5:30pm

****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 24-01-16-01

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 December Meeting Minutes
- Approve January Concurrence Requests
- Accept November and December Expenditure Reports



Board President

2/6/24

Date



Board Secretary

2/6/2024

Date

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.*

January 2024 Items

Community Initiatives

- \$145,000 – Seattle of Office Economic Development – Only In Seattle Program – Funding to support CI staff and business development consultant in order to provide small business support projects and public realm improvements.

Property Operations

FINANCE COMMITTEE MEETING AGENDA

January 12, 2024

1. November and December Expenditure Reports – Winston, Hiwot
2. December/Q4 Management Reports
 - a. Residential - Sophia
 - b. Commercial - Sophia
 - c. Payroll – Janet
 - d. Investments – Winston
3. 2023 KPI Reports – Jamie/Jared
 - a. Development
 - b. Fundraising
 - c. Community Initiatives
 - d. Hinghay CoWorks
4. 2023 Performance Results for Incentives - Jamie
5. 2024 Finance Committee Meetings schedule - Winston

SCID Check Summary

Property=13res,13com,bhcomm,bhcondo,bhfund,bhmanagr,bhmaster,bhqalib,bhres,childpar,cidpda,design,design01,design02,design03,design04,design05,design06,design07,design08,design09,design10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design21,diageo,dva,ethbc,hinghay,idvs1com,idvs2com,idvs2con,idvs2lp,lothill,loumural,ncentcom,ncentres,nchotel,ncmanagr,ncmaster,pdacmnty,pdadev,pdamaint,pdaopacc,scid AND mm/yy=11/2023-11/2023 AND All

		Check	Total		Comments
Check#	Vendor	Date	Check	Note	
13resop - General Checking					
156	combus - Comcast Holdings Corporation	11/2/2023	179.62	Telecomm	
157	hdsupp - HD Supply Facilities Maintenance, LTD	11/2/2023	517.44	Office Supplies & Equipment	
158	hdsupp - HD Supply Facilities Maintenance, LTD	11/9/2023	414.56	Supplies	
159	tromorfs - Trotter & Morton Facility Service of PNW, Inc.	11/9/2023	721.04	HVAC/Boiler Maint - Service Calls	
160	cheken - Che	11/16/2023	209.50	Supplies	
161	comcas - Comcast Business	11/16/2023	303.93	Telecomm	
162	firins - First Insurance Funding Corp.	11/16/2023	12,031.78	Insurance	
163	hdsupp - HD Supply Facilities Maintenance, LTD	11/16/2023	118.81	Supplies	
164	lowes - Lowe's	11/16/2023	1,256.34	Appliances, Small Tools & Equipment and Supplies	
165	pdamaint - SCIDpda Maintenance Dept	11/16/2023	2,894.25	WOs	
166	pugsou - Puget Sound Energy	11/16/2023	1,389.74	Natural Gas	
167	reninc - RentGrow, Inc.	11/16/2023	558.00	Credit Screening Fee	
168	seahou - Housing Authority of the City of Seattle	11/16/2023	696.65	Garbage/Waste Removal	
169	tromorfs - Trotter & Morton Facility Service of PNW, Inc.	11/16/2023	2,813.58	HVAC/Boiler Maint - Contract	
170	verwir - Verizon Wireless	11/16/2023	345.29	Telecomm	
171	welfar - Wells Fargo	11/16/2023	573.23	Office Supplies & Equipment and Tenant Retention	
172	welfar - Wells Fargo	11/16/2023	525.23	Small Tools & Equipment and Locks & Keys	
173	apallc - Apartments, LLC	11/30/2023	2,258.00	Advertising & Marketing	
174	lanlin - LanguageLine Solutions	11/30/2023	440.45	Translation/Interpreters	
175	scidpda - SCIDpda	11/30/2023	0.00	Void	
176	welfar - Wells Fargo	11/30/2023	643.16	Computer Licenses and Telecomm	
177	welfar - Wells Fargo	11/30/2023	115.31	Office Supplies & Equipment	
178	wesext - Western Exterminator Company	11/30/2023	441.01	Pest Control	
179	scidpda - SCIDpda	11/30/2023	100,000.00	Pay down Cash Advance	partially stabilizing to fully pay-off PDA cash advances
Total 13resop - General Checking			129,446.92		
bhcommop - General Checking					
2178	idvs1co - IDVS 1 Commercial	11/2/2023	1,615.57	Fire Systems/Sprinkler - Service Calls	
2179	intexa - International Examiner	11/2/2023	500.00	Tenant Retention	
2180	wesext - Western Exterminator Company	11/2/2023	179.32	Pest Control	
2181	pdamaint - SCIDpda Maintenance Dept	11/16/2023	4,754.26	WOs	
2182	cedgro - Cedar Grove Organics Recycling	11/16/2023	55.40	Garbage/Waste Removal	
2183	cenlin - CenturyLink	11/16/2023	73.27	Telecomm	
2184	kone - KONE	11/16/2023	1,971.13	Elevator	

		Check	Total		
Check#	Vendor	Date	Check	Note	Comments
	2185 repser - Republic Services	11/16/2023	824.67	Garbage/Waste Removal	
	2186 thepar - The Part Works, Inc.	11/16/2023	385.95	Supplies	
	2187 verwir - Verizon Wireless	11/16/2023	18.66	Telecomm	
	2188 wasman - Waste Management of Seattle	11/16/2023	422.65	Garbage/Waste Removal	
	2189 welfar - Wells Fargo	11/16/2023	3.24	Telecomm	
ACH	bushqali - SCIDpda Bush Hotel QALICB LLC	11/2/2023	41,037.50	Rent	
ACH	bushcond - SCIDPDA Bush Hotel Condo Association	11/16/2023	10,778.20	Condo Billing	
Total bhcommop - General Checking			62,619.82		
bhcondop - General Checking					
	1904 tromorfs - Trotter & Morton Facility Service of PNW, Inc.	11/2/2023	401.63	HVAC/Boiler Maint - Service Calls	
	1905 citseacu - City of Seattle-Combined Utilities	11/16/2023	7,906.32	Garbage/Waste Removal & Water/Sewer	
	1906 firins - First Insurance Funding Corp.	11/16/2023	6,059.38	Insurance	
	1907 pugsou - Puget Sound Energy	11/16/2023	3,192.47	Natural Gas	
	1908 seacitli - Seattle City Light	11/16/2023	2,674.07	Electricity	
	1909 tromorfs - Trotter & Morton Facility Service of PNW, Inc.	11/16/2023	4,791.47	HVAC/Boiler Maint - Contract	
	1910 citseacu - City of Seattle-Combined Utilities	11/30/2023	7,644.87	Garbage/Waste Removal & Water/Sewer	
	1911 seacitli - Seattle City Light	11/30/2023	2,331.39	Electricity	
	1912 welfar - Wells Fargo	11/30/2023	20.00	Licenses	
Total bhcondop - General Checking			35,021.60		
bhqalop - General Checking					
ACH	bannymel - The Bank of New York Mellon Trust Co.	11/15/2023	11,833.33	Deposits with Other Entities	
ACH	bannymel - The Bank of New York Mellon Trust Co.	11/15/2023	2,452.67	Interest Expense	
ACH	thecomm - The Commerce Bank of WA	11/30/2023	5,100.00	Loan	
Total bhqalop - General Checking			19,386.00		
bhresope - General Checking					
	1637 busimp - Seattle Economic Development Fund	11/2/2023	1,604.68	Loan	
	1638 kone - KONE	11/2/2023	734.40	Elevator - Service Calls	
	1639 seacitli - Seattle City Light	11/2/2023	102.18	Electricity	
	1640 seacitli - Seattle City Light	11/2/2023	784.66	Electricity	
	1641 welfar - Wells Fargo	11/2/2023	2,502.22	Small Tools & Equipment	
	1642 paclam - Pacific Lamp & Supply Company	11/9/2023	281.17	Supplies	
	1643 t0006882 - Thong	11/9/2023	665.00	Move Out Refund	
	1644 watsec - Watson Security	11/9/2023	49.98	Locks & Keys	
	1645 pdamaint - SCIDpda Maintenance Dept	11/16/2023	24,761.25	WOs	
	1646 citseafa - City of Seattle FAS	11/16/2023	68.00	Licenses	
	1647 guasec - Guardian Security Systems, Inc	11/16/2023	326.79	Access Control Systems	
	1648 kone - KONE	11/16/2023	3,942.12	Elevator	
	1649 lowes - Lowe's	11/16/2023	5,108.11	Appliances, Window Coverings and Supplies	
	1650 paclam - Pacific Lamp & Supply Company	11/16/2023	148.84	Supplies	
	1651 seacitli - Seattle City Light	11/16/2023	419.85	Electricity	
	1652 seacitli - Seattle City Light	11/16/2023	181.19	Electricity	
	1653 thepar - The Part Works, Inc.	11/16/2023	95.09	Small Tools & Equipment	
	1654 verwir - Verizon Wireless	11/16/2023	142.55	Telecomm	
	1655 welfar - Wells Fargo	11/16/2023	206.48	Supplies	
	1656 welfar - Wells Fargo	11/16/2023	2,275.55	Maintenance and Supplies	
	1657 cenlin - CenturyLink	11/30/2023	146.51	Telecomm	
	1658 raienv - Yong Zhang	11/30/2023	644.96	Pest Control	
	1659 welfar - Wells Fargo	11/30/2023	19.39	Office Supplies & Equipment	
ACH	scidpda - SCIDpda	11/9/2023	18,579.98	ID Billing	
ACH	bushcond - SCIDPDA Bush Hotel Condo Association	11/16/2023	13,790.82	Condo Billing	
ACH	thecomm - The Commerce Bank of WA	11/30/2023	4,064.00	Loan	
Total bhresope - General Checking			81,645.77		
cidpdao4 - General Checking					
	121 hoofam - Amlag & Quibuyen, LLC	11/9/2023	264.24	Direct Fund Raising Expenses	
	122 scidpda - SCIDpda	11/9/2023	6.98	Postage	
	123 welfar - Wells Fargo	11/9/2023	430.00	Direct Fund Raising Expenses	
	124 citseafa - City of Seattle FAS	11/16/2023	68.00	Licenses	
	125 finnei - Finney Neill & Co. P.S.	11/30/2023	609.00	Audit Fees	
	126 welfar - Wells Fargo	11/30/2023	40.00	Licenses	
Total cidpdao4 - General Checking			1,418.22		
dvaop - General Checking					
	4215 depcom - Dept of Commerce	11/2/2023	14,423.00	Loan	
	4216 idvs2com - IDVS 2 Commercial	11/2/2023	1,323.01	Plumbing	
	4217 idvs2lib - IDVS2 Library/Parking	11/2/2023	17,593.71	Bond Payable	
	4218 louhot - Louisa Hotel Master Tenant LLC	11/2/2023	104.72	Telecomm	
	4219 pugsou - Puget Sound Energy	11/2/2023	2,215.53	Natural Gas (09/2023)	
	4220 welfar - Wells Fargo	11/2/2023	2,502.22	Small Tools & Equipment	
	4221 wesext - Western Exterminator Company	11/2/2023	363.38	Pest Control	
	4222 paclam - Pacific Lamp & Supply Company	11/9/2023	168.80	Supplies	

		Check	Total		
Check#	Vendor	Date	Check	Note	Comments
	4223 watsec - Watson Security	11/9/2023	49.98	Locks & Keys	
	4224 pdamaint - SCIDpda Maintenance Dept	11/16/2023	10,924.47	WOs	
	4225 citseafa - City of Seattle FAS	11/16/2023	68.00	Licenses	
	4226 guasec - Guardian Security Systems, Inc	11/16/2023	633.91	Access Control Systems	
	4227 kone - KONE	11/16/2023	2,978.14	Elevator	
	4228 lowes - Lowe's	11/16/2023	37.39	Supplies	
	4229 pugsou - Puget Sound Energy	11/16/2023	3,294.31	Natural Gas (10/2023)	
	4230 reninc - RentGrow, Inc.	11/16/2023	18.00	Credit Screening Fee	
	4231 t0006885 - Zeng	11/16/2023	1,393.62	Move Out Refund	
	4232 verwir - Verizon Wireless	11/16/2023	118.27	Telecomm	
	4233 wavbro - WAVE	11/16/2023	104.72	Telecomm	
	4234 welfar - Wells Fargo	11/16/2023	451.17	Tenant Retention and Office Supplies	
	4235 welfar - Wells Fargo	11/16/2023	274.36	Supplies and Telecomm	
	4236 cenlin - CenturyLink	11/30/2023	483.21	Telecomm	
	4237 hdsupp - HD Supply Facilities Maintenance, LTD	11/30/2023	312.71	Supplies	
	4238 kone - KONE	11/30/2023	1,479.93	Elevator - Service Calls	
	4239 pdamaint - SCIDpda Maintenance Dept	11/30/2023	156.00	WOs	
	4240 welfar - Wells Fargo	11/30/2023	104.13	Office Supplies & Equipment and Tenant Retention	
ACH	scidpda - SCIDpda	11/9/2023	16,589.29	ID Billing	
ACH	idvs2con - IDVS2 Condo Association	11/30/2023	22,814.67	Condo Billing	
Total dvaop - General Checking			100,980.65		
hingop3 - General Checking					
ACH	paypal - PayPal	11/2/2023	88.35	Bank Fees & Charges	
Total hingop3 - General Checking			88.35		
idvs2op4 - General Checking					
	808 pdamaint - SCIDpda Maintenance Dept	11/16/2023	1,634.98	WOs	
	809 lowes - Lowe's	11/16/2023	51.85	Small Tools & Equipment	
	810 mckser - McKinstry Service	11/16/2023	573.30	Fire Systems/Sprinklers - Contract	
	811 repser - Republic Services	11/16/2023	3,138.28	Garbage/Waste Removal	
	812 verwir - Verizon Wireless	11/16/2023	3.88	Telecomm	
	813 wasman - Waste Management of Seattle	11/16/2023	3,914.55	Garbage/Waste Removal	
	814 welfar - Wells Fargo	11/16/2023	1.94	Telecomm	
	815 wesext - Western Exterminator Company	11/16/2023	145.36	Pest Control	
	816 idvs2con - IDVS2 Condo Association	11/30/2023	2,751.07	Condo Billing	
ACH	herban - Heritage Bank	11/20/2023	5,006.80	Loan	
Total idvs2op4 - General Checking			17,222.01		
lotconst - Construction Account					
	182 welfar - Wells Fargo	11/2/2023	396.90	Development Project - North Lot	
	183 beecon - B.E.E. Consulting, LLC	11/30/2023	6,300.00	Development Project - North Lot	
	184 edgdev - EDGE DEVELOPERS LLC	11/30/2023	48,000.00	Development Project - North Lot	
	185 falass - Falkin Associates, Inc.	11/30/2023	750.00	Development Project - North Lot	
	186 finnei - Finney Neill & Co. P.S.	11/30/2023	3,115.00	Development Project - North Lot	
	187 gtgcon - GTG Consultants Inc.	11/30/2023	3,800.00	Development Project - North Lot	
	188 kantay - Kantor Taylor PC	11/30/2023	27,965.00	Development Project - North Lot	
	189 kraass - Krazan & Associates, Inc.	11/30/2023	3,950.00	Development Project - North Lot	
	190 pachos - Pacific Hospital Preservation & Development Authority	11/30/2023	67,479.56	Development Project - North Lot	
	191 seadptra - Seattle Dept of Transportation	11/30/2023	83.00	Development Project - North Lot	
	192 subsol - Submeter Solutions Inc.	11/30/2023	6,770.13	Development Project - North Lot	
	193 therus - The Rushing Company, LLC	11/30/2023	2,600.00	Development Project - North Lot	
	194 webtho - Weber Thompson	11/30/2023	85,725.37	Development Project - North Lot	
	195 welfar - Wells Fargo	11/30/2023	70.00	Licenses	
Total lotconst - Construction Account			257,004.96	Draw 10 expenses covered by funds received on Nov 2023	
nccomop2 - General Checking					
	1324 seacitti - Seattle City Light	11/2/2023	534.93	Electricity	
	1325 seacitli - Seattle City Light	11/2/2023	59.99	Electricity	
	1326 jondon - Jon-Don	11/9/2023	162.95	Supplies	
	1327 mckser - McKinstry Service	11/9/2023	535.38	Fire Systems/Sprinkler - Service Calls	
	1328 pacclam - Pacific Lamp & Supply Company	11/9/2023	15.48	Supplies	
	1329 scidpda - SCIDpda	11/9/2023	1,562.78	ID Billing	
	1330 thepar - The Part Works, Inc.	11/9/2023	52.85	Supplies	
	1331 pdamaint - SCIDpda Maintenance Dept	11/16/2023	3,627.25	WOs	
	1332 firins - First Insurance Funding Corp.	11/16/2023	1,594.02	Insurance	
	1333 kone - KONE	11/16/2023	1,489.10	Elevator	
	1334 lowes - Lowe's	11/16/2023	419.06	Supplies	
	1335 tromorfs - Trotter & Morton Facility Service of PNW, Inc.	11/16/2023	768.09	HVAC/Boiler Maint - Contract	
	1336 verwir - Verizon Wireless	11/16/2023	13.12	Telecomm	
	1337 wasman - Waste Management of Seattle	11/16/2023	129.87	Garbage/Waste Removal	
	1338 welfar - Wells Fargo	11/16/2023	4.86	Telecomm	
	1339 wesext - Western Exterminator Company	11/16/2023	252.14	Pest Control	
	1340 citseacu - City of Seattle-Combined Utilities	11/30/2023	6,954.10	Water/Sewer	

		Check	Total		
Check#	Vendor	Date	Check	Note	Comments
	1341 seacitli - Seattle City Light	11/30/2023	485.22	Electricity	
	1342 seacitli - Seattle City Light	11/30/2023	53.37	Electricity	
	1343 wavbro - WAVE	11/30/2023	97.15	Telecomm	
ACH	kincou - King County Treasury	11/29/2023	461.62	Property Tax	
ACH	newcenth - New Central Hotel LLC	11/2/2023	20,961.00	Rent	
Total nccomop2 - General Checking			40,234.33		
nchotop - General Checking					
	317 easwes - East-West Investment Co.	11/9/2023	4,544.94	Ground Lease Expense	
ACH	welfar - Wells Fargo	11/10/2023	17,368.30	Loan	
Total nchotop - General Checking			21,913.24		
ncresop - General Checking					
	1516 cenlin - CenturyLink	11/2/2023	2.38	Telecomm	
	1517 chemur - Mureng Chen	11/2/2023	244.51	Tenant Retention	
	1518 welfar - Wells Fargo	11/2/2023	2,502.22	Small Tools & Equipment	
	1519 wesext - Western Exterminator Company	11/2/2023	363.38	Pest Control	
	1520 mckser - McKinstry Service	11/9/2023	464.59	Fire Systems/Sprinkler - Service Calls	
	1521 paclam - Pacific Lamp & Supply Company	11/9/2023	103.96	Supplies	
	1522 scidpda - SCIDpda	11/9/2023	7,345.10	ID Billing	
	1523 watsec - Watson Security	11/9/2023	49.98	Locks & Keys	
	1524 citseaci - City of Seattle	11/16/2023	273.16	HVAC/Boiler Maint - Services Calls	
	1525 citseafa - City of Seattle FAS	11/16/2023	68.00	Licenses	
	1526 firins - First Insurance Funding Corp.	11/16/2023	1,383.22	Insurance	
	1527 guasec - Guardian Security Systems, Inc	11/16/2023	380.37	Access Control Systems	
	1528 kone - KONE	11/16/2023	1,489.10	Elevator	
	1529 pugsou - Puget Sound Energy	11/16/2023	237.89	Natural Gas	
	1530 tromorfs - Trotter & Morton Facility Service of PNW, Inc.	11/16/2023	954.75	HVAC/Boiler Maint - Contract	
	1531 verwir - Verizon Wireless	11/16/2023	91.87	Telecomm	
	1532 welfar - Wells Fargo	11/16/2023	9.07	Telecomm	
	1533 cenlin - CenturyLink	11/30/2023	141.30	Telecomm	
	1534 citseacu - City of Seattle-Combined Utilities	11/30/2023	4,811.63	Garbage/Waste Removal & Water/Sewer	
	1535 seacitli - Seattle City Light	11/30/2023	4,219.53	Electricity	
	1536 wavbro - WAVE	11/30/2023	198.50	Telecomm	
ACH	newcenth - New Central Hotel LLC	11/2/2023	17,150.00	Rent	
Total ncresop - General Checking			42,484.51		
pdaop1 - General Checking					
	297 visser - Vision Service Plan	11/1/2023	340.61	Employee Benefits - Vision	
	298 wasden - Delta Dental of Washington	11/1/2023	2,453.20	Employee Benefits - Dental	
	299 allres - Allied Residential, Inc.	11/2/2023	60,926.00	Professional Fees & Consulting	3rd partyleasing company for 13th & Fir
	300 hartfo - The Hartford	11/2/2023	1,221.92	Employee Benefits - Life Insurance	
	301 idvs2lib - IDVS2 Library/Parking	11/2/2023	937.00	Employee Benefits Receivable - Parking	
	302 intpark - Interim Parking Services	11/2/2023	400.00	Employee Benefits Receivable - Parking	
	303 intpark - Interim Parking Services	11/2/2023	400.00	Employee Benefits Receivable - Parking	
	304 kaifou - of Washington Options Inc	11/2/2023	29,515.81	Employee Benefits - Medical	
	305 louhot - Louisa Hotel Master Tenant LLC	11/2/2023	315.00	Employee Benefits Receivable - Parking	
	306 newcentc - SCIDpda New Central Commercial, Inc	11/2/2023	1,022.00	Rent	
	307 ricusa - Ricoh USA, Inc	11/2/2023	209.79	Copier Lease/Maintenance	
	308 ricusa - Ricoh USA, Inc	11/2/2023	328.33	Copier Lease/Maintenance	
	309 seafir - Seattle Fire Department	11/2/2023	1,110.00	Training & Education	
	310 wavbro - WAVE	11/2/2023	224.34	Telecomm	
	311 welfar - Wells Fargo	11/2/2023	784.72	Job Listings, Employee Benefits Receivable - Parking and Postage	
	312 welfar - Wells Fargo	11/2/2023	1,669.08	Travel - Local, Staff Appreciation and Computer Software	
	313 welfar - Wells Fargo	11/2/2023	477.87	Computer Licenses and Office Supplies & Equipment	
	314 alfgro - The Alford Group Inc.	11/9/2023	8,230.00	Professional Fees & Consulting	Executive Coaching for Co-EDs
	315 bigvil - Big Village LLLP	11/9/2023	2,703.01	WOs Credit	
	316 fenliy - Liyan Feng	11/9/2023	59.17	Staff Appreciation	
	317 percoi - Perkins Coie LLP	11/9/2023	3,451.00	Legal - Other	
	318 scidpda - SCIDpda	11/9/2023	2,187.50	LH Monthly Replacement Reserve Payment	
	319 welfar - Wells Fargo	11/9/2023	12.95	Computer Software	
	320 yarsys - Yardi Systems, Inc.	11/9/2023	900.00	Computer Software	
	321 bigvil - Big Village LLLP	11/16/2023	1,065.52	Water/Sewer to be covered by Development Budget	
	322 cenlin - CenturyLink	11/16/2023	134.60	Telecomm	
	323 citseafa - City of Seattle FAS	11/16/2023	138.00	Licenses	
	324 herren - Herc Rentals Inc.	11/16/2023	2,480.73	Program Expenses	
	325 idvs2lib - IDVS2 Library/Parking	11/16/2023	777.00	Employee Benefits Receivable - Parking	
	326 mardou - Marian Doub	11/16/2023	1,925.00	Program Expenses	
	327 pergla - Perkins Glass & Mirror Co., Inc.	11/16/2023	273.65	Program Expenses	
	328 ricoh - Ricoh USA, Inc	11/16/2023	23.15	Copier Lease/Maintenance	
	329 rouedg - Maria-Jose Lindo-Lawyer	11/16/2023	21,920.00	Program Expenses	13th & Fir mural design and completion fees
	330 verwir - Verizon Wireless	11/16/2023	686.15	Telecomm	
	331 wavbro - WAVE	11/16/2023	627.99	Telecomm	
	332 welfar - Wells Fargo	11/16/2023	1,641.04	Office Supplies & Equipment and Postage	

		Check	Total		
Check#	Vendor	Date	Check	Note	Comments
333	welfar - Wells Fargo	11/16/2023	39.99	Training & Education	
334	alegow - Alexander Gow Fire Equipment Co	11/30/2023	388.08	Fire Systems/Sprinkler - Service Calls	
335	berkco - BERK Consulting, Inc	11/30/2023	786.25	Program - Professional Fees & Consulting	
336	heapeo - Headwater People Consulting, LLC	11/30/2023	33,029.84	Program - Professional Fees & Consulting	
337	mccjod - McCorkle	11/30/2023	28.75	Postage	
338	net2ph - Net2Phone Inc.	11/30/2023	699.83	Telecomm	
339	percoi - Perkins Coie LLP	11/30/2023	4,343.50	Legal - Other	
340	pitbowes - Pitney Bowes Inc	11/30/2023	140.55	Postage	
341	ricusa - Ricoh USA, Inc	11/30/2023	328.33	Copier Lease/Maintenance	
342	seacitli - Seattle City Light	11/30/2023	138.74	Electricity	
343	tecave - Techie Avenger Inc	11/30/2023	3,590.36	Computer - Maintenance	
344	wavbro - WAVE	11/30/2023	155.62	Telecomm	
345	welfar - Wells Fargo	11/30/2023	1,299.96	Employee Benefits Receivable - Parking, Job Listings and Office Supplies	
346	welfar - Wells Fargo	11/30/2023	5,329.01	Computer Software/Hardware/Licenses and Office Supplies & Equipment	
347	welfar - Wells Fargo	11/30/2023	1,519.47	Computer Software/Hardware/Licenses	
348	welfar - Wells Fargo	11/30/2023	934.28	Office Supplies & Equipment and Staff Appreciation	
349	wesext - Western Exterminator Company	11/30/2023	143.27	Pest Control	
ACH	pdamaint - SCIDpda Maintenance Dept	11/15/2023	2,048.98	WOs	
ACH	stwab&o - Department of Revenue	11/22/2023	31.43	B&O Tax	
ACH	navben - Navia Benefit Solutions	11/30/2023	200.00	Payroll Benefits	
ACH	bushcomm - SCIDpda Bush Hotel Commercial	11/2/2023	14,541.61	Rent	
ACH	bushllc - SCIDpda Bush Residential LLC	11/2/2023	174.92	Electricity	
Subtotal pdaop1 - General Checking			221,464.90		
ACH	Paylocity	11/2/2023	113,545.97	Payroll	3 pay periods for Nov 2023
ACH	Paylocity	11/16/2023	110,021.44	Payroll	
ACH	Paylocity	11/30/2023	114,639.49	Payroll	
Subtotal pdaop1 - General Checking - Payroll			338,206.90		
Total pdaop1 - General Checking			559,671.80		
vs1op - General Checking					
1205	cenlin - CenturyLink	11/2/2023	81.00	Telecomm	
1206	idvs2com - IDVS 2 Commercial	11/2/2023	1,576.58	Maintenance - Other Vendors	
1207	seacitli - Seattle City Light	11/2/2023	14,743.29	Electricity	
1208	welfar - Wells Fargo	11/2/2023	4.40	Postage	
1209	usbank1 - US Bank	11/9/2023	2,150.00	Bond Administration Fees	
1210	pdamaint - SCIDpda Maintenance Dept	11/16/2023	1,842.00	WOs	
1211	citseacu - City of Seattle-Combined Utilities	11/16/2023	10,511.88	Water/Sewer	
1212	kone - KONE	11/16/2023	3,021.39	Elevator	
1213	lowes - Lowe's	11/16/2023	168.04	Small Tools & Equipment	
1214	mckser - McKinstry Service	11/16/2023	907.00	Fire Systems/Sprinklers - Contract	
1215	pugsou - Puget Sound Energy	11/16/2023	2,481.00	Natural Gas	
1216	repser - Republic Services	11/16/2023	2,896.07	Garbage/Waste Removal	
1217	scidpda - SCIDpda	11/16/2023	16,838.84	ID Billing	
1218	tromorfs - Trotter & Morton Facility Service of PNW, Inc.	11/16/2023	12,499.04	HVAC/Boiler Maint - Contract	
1219	verwir - Verizon Wireless	11/16/2023	56.61	Telecomm	
1220	wasman - Waste Management of Seattle	11/16/2023	2,860.40	Garbage/Waste Removal	
1221	welfar - Wells Fargo	11/16/2023	1.94	Telecomm	
1222	welfar - Wells Fargo	11/30/2023	4.40	Postage	
Total vs1op - General Checking			72,643.88		
vs2conop - General Checking					
476	idvs2com - IDVS 2 Commercial	11/2/2023	1,378.12	Plumbing	
477	seacitli - Seattle City Light	11/2/2023	126.83	Electricity	
478	seacitli - Seattle City Light	11/2/2023	2,799.29	Electricity	
479	pdamaint - SCIDpda Maintenance Dept	11/16/2023	410.75	WOs	
480	cenlin - CenturyLink	11/16/2023	69.24	Telecomm	
481	citseacu - City of Seattle-Combined Utilities	11/16/2023	17,510.21	Garbage/Waste Removal & Water/Sewer	
482	firins - First Insurance Funding Corp.	11/16/2023	7,420.69	Insurance	
483	tromorfs - Trotter & Morton Facility Service of PNW, Inc.	11/16/2023	2,467.40	HVAC/Boiler Maint - Contract	
Total vs2conop - General Checking			32,182.53		
vs2lpop - General Checking					
673	cenlin - CenturyLink	11/2/2023	292.11	Telecomm	
674	idvs2com - IDVS 2 Commercial	11/2/2023	1,378.12	Plumbing	
675	usbank - US Bank/TFM/97298300/Mainyua Yang	11/2/2023	14,607.29	Loan	
676	welfar - Wells Fargo	11/2/2023	12.96	Postage	
677	credoo - Cressy Door Company, Inc.	11/9/2023	327.99	Maintenance - Other Vendors	
678	dva - Domingo Viernes Apartments	11/9/2023	170.10	Access Control Systems	
679	pdamaint - SCIDpda Maintenance Dept	11/16/2023	1,223.26	WOs	
680	citseafa - City of Seattle FAS	11/16/2023	10.00	Licenses	
681	credoo - Cressy Door Company, Inc.	11/16/2023	317.52	Parking Lot Maintenance	
682	guasec - Guardian Security Systems, Inc	11/16/2023	294.85	Access Control Systems	
683	kone - KONE	11/16/2023	1,489.07	Elevator	
684	verwir - Verizon Wireless	11/16/2023	36.27	Telecomm	


		Check	Total		Comments
Check#	Vendor	Date	Check	Note	
685	welfar - Wells Fargo	11/16/2023	7.77	Telecomm	
686	cenlin - CenturyLink	11/30/2023	294.32	Telecomm	
687	welfar - Wells Fargo	11/30/2023	8.56	Postage	
688	welfar - Wells Fargo	11/30/2023	4.40	Postage	
689	welfar - Wells Fargo	11/30/2023	17.12	Postage	
ACH	idvs2con - IDVS2 Condo Association	11/30/2023	2,580.04	Condo Billing	
Total vs2lpop - General Checking			23,071.75		
			1,497,036.34		

Seattle Chinatown International District Preservation and Development Authority
409 Maynard Ave S, Ste P2
Seattle, WA 98114

Expenditure Certification Memorandum

DATE: 12/31/2023
TO: Board of Directors
FROM: Winston Samson, Director of Finance
RE: December 2023 Expenditure Certification

I, Winston Samson, 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.



Winston Samson, Director of Finance

Computer Run Checks	General Checking	180	to	205	\$	111,791.64
				13th & Fir	\$	111,791.64
Computer Run Checks	General Checking	2190	to	2201	\$	12,405.54
Electronic Funds Transfers	General Checking		eft		\$	52,259.65
				Bush Hotel Commercial	\$	64,665.19
Computer Run Checks	General Checking	1913	to	1915	\$	15,338.96
				Bush Hotel Condo	\$	15,338.96
Electronic Funds Transfers	General Checking		eft		\$	20,142.75
				Bush Hotel QalicB	\$	20,142.75
Computer Run Checks	General Checking	1660	to	1673	\$	30,385.04
Electronic Funds Transfers	General Checking		eft		\$	18,157.07
				Bush Hotel Residential	\$	48,542.11
Computer Run Checks	General Checking	127	to	128	\$	1,790.00
				CIDPDA	\$	1,790.00
Computer Run Checks	General Checking	4241	to	4260	\$	53,898.69
Electronic Funds Transfers	General Checking		eft		\$	24,300.86
				DVA	\$	78,199.55
Electronic Funds Transfers	General Checking TCB		eft		\$	125.80
Computer Run Checks	Security Deposit		eft		\$	22,814.67
				Hing Hay Coworks	\$	22,940.47
Computer Run Checks	General Checking	1223	to	1233	\$	64,684.19
				IDVS1 Commercial	\$	64,684.19
Computer Run Checks	General Checking	484	to	490	\$	30,568.52
				IDVS2 Condo	\$	30,568.52

Computer Run Checks	General Checking	690	to	695	\$	20,001.57
Electronic Funds Transfers	General Checking		eft		\$	2,717.04
IDVS2 Library & Parking					\$	22,718.61
Computer Run Checks	General Checking	817	to	823	\$	11,284.92
Electronic Funds Transfers	General Checking		eft		\$	5,006.80
IDVS2 Commercial					\$	16,291.72
Computer Run Checks	General Checking	196	to	198	\$	21,953.33
Electronic Funds Transfers	General Checking		eft		\$	6,467,838.79
Lot on the Hill					\$	6,489,792.12
Computer Run Checks	General Checking	1344	to	1355	\$	16,261.04
Electronic Funds Transfers	General Checking		eft		\$	20,961.00
New Central Commercial					\$	37,222.04
Computer Run Checks	General Checking	318	to	319	\$	55,133.04
Electronic Funds Transfers	General Checking		eft		\$	17,368.30
New Central Hotel					\$	72,501.34
Computer Run Checks	General Checking	1537	to	1546	\$	11,260.23
Electronic Funds Transfers	General Checking		eft		\$	17,150.00
New Central Residential					\$	28,410.23
Computer Run Checks	General Checking	350	to	393	\$	248,236.36
Electronic Funds Transfers	General Checking		eft		\$	25,634.25
EFTs for Payroll	General Checking	12/14 & 12/28/23			\$	237,039.17
SCIDpda					\$	510,909.78
					\$	7,636,509.22

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 _____, 2024.

SCID Check Summary

19,design10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design21,dagao,d,a,ethic,hinghay,idv

Check#	Vendor	Date	Check	Total	Note	Comments
13resop - General Checking						
180	pdmainit - SCIDpda Maintenance Dept	12/7/2023	1,027.61	Maintenance W/Os		
181	comcas - Comcast Business	12/7/2023	333.71	Telecomm		
182	hdsupp - HD Supply Facilities Maintenance, LTD	12/7/2023	138.88	Supplies		
183	reninc - RentGrow, Inc.	12/7/2023	270.00	Credit Screening Fee		
184	watsec - Watson Security	12/7/2023	119.01	Locks & Keys		
185	wefar - Weis Fargo	12/7/2023	584.59	Window Coverings/Supplies/Locks & Keys		
186	apart - Apartments, LLC	12/14/2023	1,129.00	Advertising and Marketing		
187	bigvil - Big Village LLLP	12/14/2023	-1,743.30	Voided/part of SD reconciliation		
187	bigvil - Big Village LLLP	12/14/2023	1,743.30	SD Deposit Correction		
188	condhr - Connoity	12/14/2023	52.86	Postage/Staff Appredation		
189	contec - Convergent Technologies LLC	12/14/2023	456.44	Fire Systems/Sprinkler - Service Calls		
190	trins - First Insurance Funding Corp.	12/14/2023	12,031.78	Insurance		
191	pugsou - Puget Sound Energy	12/14/2023	1,881.21	Natural Gas		
192	scidpda - SCIDpda	12/14/2023	73,334.38	ID Billing		
193	seahou - Housing Authority of the City of Seattle	12/14/2023	1,134.57	Garbage/Waste Removal		
194	verwir - Verizon Wireless	12/14/2023	345.29	Telecomm		
195	wesext - Western Exterminator Company	12/14/2023	633.94	Pest Control		
196	comcas - Comcast Business	12/21/2023	4.05	Telecomm		
197	contec - Convergent Technologies LLC	12/21/2023	6,601.77	Prepaid Expenses/Annual Billing Fire Alarm		
198	hdsupp - HD Supply Facilities Maintenance, LTD	12/21/2023	129.62	Supplies		
199	larlin - LanguageLine Solutions	12/21/2023	1,439.93	Translation/Interpreters		
200	ricusa - Ricoh USA, Inc	12/21/2023	515.68	Copier Lease/Maintenance		
201	ricusa - Ricoh USA, Inc	12/21/2023	196.79	Copier Lease/Maintenance		
202	seaciti - Seattle City Light	12/21/2023	2,312.14	Electricity		
203	seaciti - Seattle City Light	12/21/2023	2,519.47	Electricity		
204	seaciti - Seattle City Light	12/21/2023	3,689.92	Electricity		
205	tecave - Techie Avenger Inc	12/21/2023	909.00	Computer - Maintenance		
Total 13resop - General Checking			111,791.64			
13ressd - Security Deposit						
101	bigvil - Big Village LLLP	12/14/2023	-1,821.00	Voided/part of SD reconciliation		
101	bigvil - Big Village LLLP	12/14/2023	1,821.00	Rent Deposit Correction		
Total 13ressd - Security Deposit			0.00			
bhcommop - General Checking						

SCID Check Summary

19,design10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design21,d,ageo,d,va,ethbc,hingha/,d,s:

2190	pdemaint - SCIDpda Maintenance Dept	12/7/2023	4,100.00	Maintenance WOs
2191	joelan - Jones Lang LaSalle Americas, Inc.	12/7/2023	6,011.20	Professional Fees & Consulting
2192	repserv - Republic Services	12/7/2023	608.64	Garbage/Waste Removal
2193	searub - Seattle Rubbish Removal	12/7/2023	413.36	Maintenance
2194	wasman - Waste Management of Seattle	12/7/2023	422.65	Garbage/Waste Removal
2195	welfar - Wells Fargo	12/7/2023	3.24	Telecomm
2196	wesext - Western Exterminator Company	12/7/2023	179.32	Pest Control
2197	wetass - Wetherholt and Associates, Inc.	12/7/2023	159.80	Capitalized Rehab Expenditures
2198	cenlink - CenturyLink	12/14/2023	73.27	Telecomm
2199	subsol - Submeter Solutions Inc.	12/14/2023	360.00	Water/Sewer
2200	verwir - Verizon Wireless	12/14/2023	18.66	Telecomm
2201	cedgro - Cedar Grove Organics Recycling	12/21/2023	55.40	Garbage/Waste Removal
ACH	bushqal - SCIDpda Bush Hotel QALICB LLC	12/7/2023	41,037.50	Rent
ACH	bushcond - SCIDPDA Bush Hotel Condo Association	12/14/2023	11,722.15	Condo Billing
Total bhcommop - General Checking			64,665.19	
bhcondop - General Checking				
1913	pugsou - Puget Sound Energy	12/7/2023	4,488.11	Natural Gas
1914	frins - First Insurance Funding Corp.	12/14/2023	6,059.38	Insurance
1915	tromorfs - Trotter & Morton Facility Service of PIGW, Inc.	12/14/2023	4,791.47	HVAC/Boiler Maint - Contract
Total bhcondop - General Checking			15,338.96	
bhqalop - General Checking				
ACH	bannymet - The Bank of New York Mellon Trust Co.	12/19/2023	11,833.33	Deposits with Other Entities
ACH	bannymet - The Bank of New York Mellon Trust Co.	12/19/2023	3,209.42	Interest Expense
ACH	thecom - The Commerce Bank of WA	12/31/2023	5,100.00	Loan
Total bhqalop - General Checking			20,142.75	
bhresope - General Checking				
1660	pdemaint - SCIDpda Maintenance Dept	12/7/2023	9,772.50	Maintenance WOs
1661	busimp - Seattle Economic Development Fund	12/7/2023	1,604.68	Loan
1662	hdsupp - HD Supply Facilities Maintenance, LTD	12/7/2023	657.82	Supplies
1663	padam - Pacific Lamp & Supply Company	12/7/2023	587.32	Supplies
1664	ralenv - Yong Zhang	12/7/2023	214.99	Pest Control
1665	welfar - Wells Fargo	12/7/2023	31.10	Telecomm
1666	wetass - Wetherholt and Associates, Inc.	12/7/2023	200.20	Capitalized Rehab Expenditures
1667	cenlink - CenturyLink	12/14/2023	146.51	Telecomm
1668	oiseau - City of Seattle-Combined Utilities	12/14/2023	75.43	Water/Sewer
1669	reninc - RentGrow, Inc.	12/14/2023	108.00	Credit Screening Fee
1670	scidpda - SCIDpda	12/14/2023	16,183.54	ID Billing
1671	seaciti - Seattle City Light	12/14/2023	186.99	Electricity
1672	seaciti - Seattle City Light	12/14/2023	472.76	Electricity
1673	verwir - Verizon Wireless	12/14/2023	143.20	Telecomm
ACH	bushcond - SCIDPDA Bush Hotel Condo Association	12/14/2023	14,093.07	Condo Billing
ACH	thecom - The Commerce Bank of WA	12/31/2023	4,064.00	Loan
Total bhresope - General Checking			48,542.11	
cidpda04 - General Checking				
127	welfar - Wells Fargo	12/7/2023	1,490.00	Direct Fund Raising Expenses
128	magda - Claudine Magbag	12/14/2023	300.00	Direct Fund Raising Expenses
Total cidpda04 - General Checking			1,790.00	
dvaop - General Checking				
4241	idsv2ib - IDVS2 Library/Parking	12/1/2023	17,593.75	Loan
4242	pdemaint - SCIDpda Maintenance Dept	12/7/2023	9,422.46	Maintenance WOs
4243	cheken - Che	12/7/2023	8.82	Supplies
4244	coapeac - Pacific Coast Electrical Contractors, Inc.	12/7/2023	418.95	Maintenance
4245	hdsupp - HD Supply Facilities Maintenance, LTD	12/7/2023	217.07	Supplies
4246	watsec - Watson Security	12/7/2023	995.70	Locks & Keys
4247	welfar - Wells Fargo	12/7/2023	511.46	Telecomm/Supplies
4248	wesext - Western Exterminator Company	12/7/2023	363.38	Pest Control
4249	contec - Convergent Technologies LLC	12/14/2023	456.44	Fire Systems/Sprinkler - Service Calls
4250	hdsupp - HD Supply Facilities Maintenance, LTD	12/14/2023	231.30	Supplies
4251	mckser - McKinstry Service	12/14/2023	318.35	Plumbing
4252	pugsou - Puget Sound Energy	12/14/2023	4,813.75	Natural Gas
4253	scidpda - SCIDpda	12/14/2023	14,393.82	ID Billing
4254	seaciti - Seattle City Light	12/14/2023	13.92	Electricity
4255	tromorfs - Trotter & Morton Facility Service of PIGW, Inc.	12/14/2023	2,148.78	HVAC/Boiler Maint - Service Calls
4256	verwir - Verizon Wireless	12/14/2023	99.82	Telecomm
4257	wavro - WAVE	12/14/2023	104.72	Telecomm
4258	contec - Convergent Technologies LLC	12/21/2023	289.82	Fire Systems/Sprinkler - Service Calls
4259	guasec - Guardian Security Systems, Inc.	12/21/2023	1,412.69	Access Control Systems
4260	thepar - The Part Works, Inc.	12/21/2023	84.69	Small Tools & Equipment
ACH	idsv2con - IDVS2 Condo Association	12/14/2023	24,300.86	Condo Billing
Total dvaop - General Checking			78,199.55	
hingop3 - General Checking				
ACH	paypal - PayPal	12/1/2023	125.80	Bank Fees & Charges
Total hingop3 - General Checking			125.80	

SCID Check Summary

19,design10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design21,dageo,dva,ethbc,hinghay,ldvs:

hingsd3 - Security Deposit

ACH	ldvs2con - IDVS2 Condo Association	12/1/2023	22,814.67	dva Condo Billing Payment	The original transfer should have been from dva to ldvs2con, instead, it got transferred from Hinghay SD account to ldvs2con. In order to correct and reverse the transfer, this payable had to be posted.
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Total hingsd3 - Security Deposit 22,814.67

ldvs2op4 - General Checking

817	pdamaint - SCIDpda Maintenance Dept	12/7/2023	1,279.99	Janitorial WOs
818	repserv - Republic Services	12/7/2023	2,955.22	Garbage/Waste Removal
819	wasman - Waste Management of Seattle	12/7/2023	3,874.80	Garbage/Waste Removal
820	welfar - Wells Fargo	12/7/2023	1.94	Telecomm
821	wesext - Western Exterminator Company	12/7/2023	145.36	Pest Control
822	ldvs2con - IDVS2 Condo Association	12/14/2023	3,023.73	Condo Billing
823	verwir - Verizon Wireless	12/14/2023	3.88	Telecomm
ACH	herban - Heritage Bank	12/20/2023	5,006.80	Loan

Total ldvs2op4 - General Checking 16,291.72

lotconst - Construction Account

196	webtho - Weber Thompson	12/14/2023	9,652.83	Development Project-North Lot Housing/Draw 11
197	lowhun - Loveridge Hunt & Co., PLLC	12/21/2023	3,500.00	Development Project-North Lot Housing/Draw 11
198	thipla - Third Place Design Co-operative Inc.	12/21/2023	8,800.50	Development Project-North Lot Housing/Draw 11
ACH	marcon - Marpac Construction LLC	12/1/2023	3,043,136.41	Development Project-North Lot Housing/Draw 11
ACH	marcon - Marpac Construction LLC	12/4/2023	3,424,702.38	Development Project-North Lot Housing/Draw 10

Total lotconst - Construction Account 6,489,792.12

expenses are covered with the receipt of Draw 11 in Dec 2023

nccomop2 - General Checking

1344	pdamaint - SCIDpda Maintenance Dept	12/7/2023	3,722.00	Maintenance WOs
1345	contec - Convergent Technologies LLC	12/7/2023	664.14	Fire Systems/Sprinklers - Contract
1346	wasman - Waste Management of Seattle	12/7/2023	129.87	Garbage/Waste Removal
1347	welfar - Wells Fargo	12/7/2023	4.86	Telecomm
1348	wesext - Western Exterminator Company	12/7/2023	145.36	Pest Control
1349	frins - First Insurance Funding Corp.	12/14/2023	1,594.02	Insurance
1350	scidpda - SCIDpda	12/14/2023	1,150.38	ID Billing
1351	subsol - Submeter Solutions Inc.	12/14/2023	360.00	Water/Sewer
1352	tromorfs - Trotter & Morton Facility Service of PNW, Inc.	12/14/2023	768.09	HVAC/Boiler Maint - Contract
1353	verwir - Verizon Wireless	12/14/2023	13.12	Telecomm
1354	newcenth - New Central Hotel LLC	12/21/2023	7,457.06	Replacement Reserve Recovery
1355	wesext - Western Exterminator Company	12/21/2023	252.14	Pest Control
ACH	newcenth - New Central Hotel LLC	12/7/2023	20,961.00	Rent

Total nccomop2 - General Checking 37,222.04

nchotop - General Checking

318	easwes - East-West Investment Co.	12/14/2023	4,633.04	Ground Lease Expense
319	scidpda - SCIDpda	12/21/2023	50,500.00	Distributions
ACH	welfar - Wells Fargo	12/10/2023	17,368.30	Loan

Total nchotop - General Checking 72,501.34

ncresop - General Checking

1537	hdsupp - HD Supply Facilities Maintenance, LTD	12/7/2023	195.08	Supplies
1538	padlam - Pacific Lamp & Supply Company	12/7/2023	587.31	Supplies
1539	welfar - Wells Fargo	12/7/2023	24.34	Telecomm/Supplies
1540	wesext - Western Exterminator Company	12/7/2023	363.38	Pest Control
1541	otseacu - City of Seattle-Combined Utilities	12/14/2023	88.87	Water/Sewer
1542	frins - First Insurance Funding Corp.	12/14/2023	1,383.22	Insurance
1543	pugsou - Puget Sound Energy	12/14/2023	329.07	Natural Gas
1544	scidpda - SCIDpda	12/14/2023	7,242.34	ID Billing
1545	tromorfs - Trotter & Morton Facility Service of PNW, Inc.	12/14/2023	954.75	HVAC/Boiler Maint - Contract
1546	verwir - Verizon Wireless	12/14/2023	91.87	Telecomm
ACH	newcenth - New Central Hotel LLC	12/7/2023	17,150.00	Rent

Total ncresop - General Checking 28,410.23

pdaop1 - General Checking

194	ricusa - Ricoh USA, Inc	12/13/2023	-196.79	voided/post
334	alegow - Alexander Gow Fire Equipment Co	12/7/2023	-388.08	Voided/Duplicate
350	hartfo - The Hartford	12/1/2023	1,295.19	Employee Benefits - Life Insurance
351	kafof - of Washington Options Inc	12/1/2023	31,617.31	Employee Benefits - Medical
352	newcenth - SCIDpda New Central Commercial, Inc.	12/1/2023	1,022.00	Rent
353	visser - Vision Service Plan	12/1/2023	392.39	Employee Benefits - Vision
354	wasden - Delta Dental of Washington	12/1/2023	2,677.80	Employee Benefits - Dental
355	alfro - The Alford Group Inc.	12/7/2023	8,230.00	Professional Fees & Consulting
356	coupor - Coughlin Porter Lundeen Inc.	12/7/2023	462.50	Program Expenses/Public Sidewalk
357	fenliy - Llyan Feng	12/7/2023	227.56	Staff Appreciation
358	lcda - Interim CDA	12/7/2023	300.00	Program Expense/13th&Fir AR
359	ldvs2ib - IDVS2 Library/Parking	12/7/2023	160.00	Employee Parking Benefits
360	kandel - Kandella 501c(3)	12/7/2023	300.00	Program Expense/13th&Fir AR
361	louhot - Louisa Hotel Master Tenant LLC	12/7/2023	315.00	Employee Parking Benefits

Executive coaching for Co-Eds

SCID Check Summary

19,design10,design11,design12,design13,design14,design15,design16,design17,design18,design19,design21,dageo,dva,ethbc,hinghay,ldvs:

362	pitbowes - Pitney Bowes Inc	12/7/2023	268.54	Postage	
363	scidpda - SCIDpda	12/7/2023	2,187.50	Monthly LH Replacement Reserve Deposit	
364	sec101 - Stewart Investments, Inc.	12/7/2023	2,958.23	Access Control Systems	
365	s'gred - JASSMarketing LLC	12/7/2023	713.45	Program - Prof Fees & Consulting	
366	welfar - Wells Fargo	12/7/2023	69.61	Office Supplies & Equipment/Computer Software	
367	welfar - Wells Fargo	12/7/2023	97.45	Staff Appreciation/Training & Education	
368	alires - Allied Residential, Inc.	12/14/2023	31,613.00	Professional Fees & Consulting/13th&Fir - AR	3rd party leasing company for 13th & Fir
369	bresha - Shanti Breznau Consulting, LLC	12/14/2023	8,175.00	Professional Fees & Consulting	
370	brinew - Brinklin & Newman, LLP	12/14/2023	675.00	Legal - Administrative	
371	cen'in - CenturyLink	12/14/2023	134.60	Telecomm	
372	cheken - Che	12/14/2023	21.94	Staff Appreciation	
373	herren - Herc Rentals Inc.	12/14/2023	937.88	Program Expenses/13th&Fir - AR	
374	nexbol - Angela M Battazzo	12/14/2023	770.00	Professional Fees & Consulting	
375	ricoh - Ricoh USA, Inc	12/14/2023	24.31	Copier Lease/Maintenance	
376	ricusa - Ricoh USA, Inc	12/14/2023	196.79	Copier Lease/Maintenance	
377	ricusa - Ricoh USA, Inc	12/14/2023	328.33	Copier Lease/Maintenance	
378	thoreu - Thomson Reuters Inc - R&G	12/14/2023	365.10	Training & Education	
379	verwir - Verizon Wireless	12/14/2023	618.86	Telecomm	
380	wavbro - WAVE	12/14/2023	295.74	Telecomm	
381	yarsys - Yardi Systems, Inc.	12/14/2023	55,713.80	Prepaid Expenses/License Fees	2024 Yardi License fees
382	berlco - BERK Consulting, Inc	12/21/2023	10,476.25	Program - Prof Fees & Consulting	
383	besron - Ron Best, LLC DBE: Pro-Tection Seattle	12/21/2023	23,272.67	Program Expenses	
384	bresha - Shanti Breznau Consulting, LLC	12/21/2023	10,443.75	Professional Fees & Consulting	
385	bushrl - Bush, Roed & Hinchings, Inc.	12/21/2023	10,862.65	Professional Fees & Consulting	
386	fenliy - Liyan Feng	12/21/2023	1,931.17	Staff Appreciation	
387	heapo - Headwater People Consulting, LLC	12/21/2023	23,056.75	Program - Prof Fees & Consulting	
388	herren - Herc Rentals Inc.	12/21/2023	8,801.16	Program Expenses/13th&Fir - AR	
389	jucin - Cindy Ju	12/21/2023	348.45	Board Expenses	
390	net2ph - Net2Phone Inc.	12/21/2023	699.83	Telecomm	
391	ngubao - Bao Nguyen	12/21/2023	325.00	Accounts Receivable/Event Rental Deposit Refund	
392	staud - State Auditor's Office	12/21/2023	3,074.40	Audit Fees	
393	tecave - Techie Avenger Inc	12/21/2023	2,364.27	Computer - Maintenance	
ACH	pdamaint - SCIDpda Maintenance Dept	12/6/2023	92.75	Janitorial WOs	
ACH	pdamaint - SCIDpda Maintenance Dept	12/6/2023	1,749.00	Janitorial WOs	
ACH	bushcomm - SCIDpda Bush Hotel Commercial	12/1/2023	23,531.18	Rent	
ACH	stwabso - Department of Revenue	12/21/2023	261.32	Tax	
Subtotal pdaop1 - General Checking			273,870.61		
ACH	Paylocity	12/14/2023	119,919.74	Payroll	
ACH	Paylocity	12/28/2023	117,119.43	Payroll	
Subtotal pdaop1 - General Checking - Payr			237,039.17		
Total pdaop1 - General Checking			510,909.78		
vs1op - General Checking					
1223	pdamaint - SCIDpda Maintenance Dept	12/7/2023	763.25	Maintenance WOs	
1224	cen'in - CenturyLink	12/7/2023	81.00	Telecomm	
1225	pugso - Puget Sound Energy	12/7/2023	3,624.76	Natural Gas	
1226	repsr - Republic Services	12/7/2023	2,548.16	Garbage/Waste Removal	
1227	wasman - Waste Management of Seattle	12/7/2023	2,741.15	Garbage/Waste Removal	
1228	welfar - Wells Fargo	12/7/2023	1.94	Telecomm	
1229	otseacu - City of Seattle-Combined Utilities	12/14/2023	10,231.68	Water/Sewer	
1230	scidpda - SCIDpda	12/14/2023	14,955.74	ID Billing	
1231	seaciti - Seattle City Light	12/14/2023	17,180.86	Electricity	
1232	tromorfs - Trotter & Morton Facility Service of PINW, Inc.	12/14/2023	12,499.04	HVAC/Boiler Maint - Contract	
1233	verwir - Verizon Wireless	12/14/2023	56.61	Telecomm	
Total vs1op - General Checking			64,684.19		
vs2conop - General Checking					
484	pdamaint - SCIDpda Maintenance Dept	12/7/2023	278.25	Maintenance WOs	
485	cen'in - CenturyLink	12/7/2023	69.64	Telecomm	
486	seaciti - Seattle City Light	12/7/2023	185.11	Electricity	
487	seaciti - Seattle City Light	12/7/2023	3,262.07	Electricity	
488	otseacu - City of Seattle-Combined Utilities	12/14/2023	16,885.36	Garbage/Waste Removal/Water + Sewer	
489	frins - First Insurance Funding Corp.	12/14/2023	7,420.69	Insurance	
490	tromorfs - Trotter & Morton Facility Service of PINW, Inc.	12/14/2023	2,467.40	HVAC/Boiler Maint - Contract	
Total vs2conop - General Checking			30,568.52		
vs2lpop - General Checking					
690	usbank - US Bank/TFM/97298300/Mainyua Yang	12/1/2023	14,607.29	Loan	
691	pdamaint - SCIDpda Maintenance Dept	12/7/2023	1,030.75	Maintenance WOs	
692	welfar - Wells Fargo	12/7/2023	7.77	Telecomm	
693	verwir - Verizon Wireless	12/14/2023	25.80	Telecomm	
694	guasec - Guardian Security Systems, Inc	12/21/2023	357.03	Access Control Systems	
695	tromorfs - Trotter & Morton Facility Service of PINW, Inc.	12/21/2023	3,972.93	HVAC/Boiler Maint - Service Cal's	
ACH	ldvs2con - IDVS2 Condo Association	12/14/2023	2,717.04	Condo Billing	
Total vs2lpop - General Checking			22,718.61		

7,636,509.22



SCIDpda Dashboard - Affordable Dec/Q4 2023

Highlights

- Occupancy rate is 99% for PDA properties. Louisa is 94%, Jackson is remains 100%.
- Collection rate is 100% for PDA properties and 83% for Louisa and 71% for Jackson.
- Large AR balance continues at Louisa. (Notes: due to ongoing nonpayment, exploring options from city.) Smaller ones at Bush and Jackson remains.
- Bush Hotel
 - The elevator is finally operational again after a 19-month wait for the necessary parts. We are currently in negotiations with the elevator vendor to discuss potential credits.
 - Roof Replacement – Bids from Stanley roofing \$779,099 and Snyder Builds \$1,046,000. We are currently awaiting additional bids.
- 13th & Fir Leasing Update - By January 11th, we have leased 127 units accounting for 81% of the total available units (156 units), and there are 15 applicants in the queue for compliance.




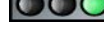



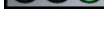


		Occupancy			Economic				
		# Units Vacant (EOM)	Days Vacant	Occupied %	Lost Rent Opportunity	Q4 Collection Rate (%)	* Adjusted AR \$ > 60 days	* Adjusted AR Total	# of Residents >60 Days
SCIDpda	Bush	1	361	99%	\$29,621	102%	\$15,881	\$20,159	3
	DVA	1	61	98%	\$9,093	98%	\$690	\$10,939	6
	New Central	0	0	100%	\$0	100%	\$0	\$397	0
	PDA Summary	2	422	99%	\$29,621	100%	\$16,571	\$31,495	9
Managed	PDA Summary 2023					99%			
	Louisa	5	630	94%	\$78,457	83%	\$122,300	\$185,522	24
	Jackson	0	0	100%	\$0	71%	\$3,979	\$25,813	7

* Adjusted = Residents with aged AR at risk for non-payments. Excludes billing credits not yet taken.

Highlights

- Lease Negotiations and Renewals Status
 - Seattle Restored tenant (New Central 104/105) - still working with them to find a space.
 - International Examiner (Bush Lease renewal) - lease under contract until April, currently in negotiations.
 - ICHS (1com takeover of former DLEC space) - agreed to a 3yr lease @ \$15/sqft, lease in final negotiations.
 - Headwater People (Jackcomm renewal) - checking in to see if they need extension on the current lease.
 - New tenant inquiries (Jackcomm) - potential new tenant looking at Jackcomm, and existing tenant requiring warehouse storage and store front.
 - 13th & Fir potential grocery store tenant still in negotiations.
- Move-out Updates
 - Liberty Tattoo may move to Jackcomm
 - Flower Flower (New Central) and Tai Jia (2com) moved out. Working on final AR balances with them.
- Outstanding AR Balances
 - Tenant balances are being managed effectively.
 - Reaching out to Gourmet Noodle and Crawfish King to address their delinquency balance.

	Occupancy			Economic			
	Days Vacant	Units Vacant (as of EOM)	% of Total SF Occupied	Q4 Collection Rate	AR >60 Days	*Adjusted AR Total	Tenants with >60 Days Balance
SCIDpda	Bush Hotel	-	99%	97%	\$22,552	\$56,015	5
	IDVS 1	122	96%	86%	\$144	\$273,604	1
	IDVS 2, Library, CC	571	88%	125%	\$47,797	\$79,759	5
	New Central	4,254	86%	100%	\$1,272	\$7,864	1
	PDA Summary	4,947	7	95%	\$71,766	\$417,242	12
Managed	Louisa	-	100%	128%	\$66,015	\$103,085	3
	Jackson	1,675	66%	108%	\$1,000	\$12,430	1

PDA Tenants Aged Receivables >60 Days		Amount Owed > 60 Days		% 60+ Days of Total AR	Actions
Bush Hotel	ICHS CMP		\$3,801	27%	Rachtha following up with ICHS directly.
	Enterprise		\$11,968	54%	Cynthia is following up - previous invoices were sent and they claimed the outstanding will be settled soon
	King County Public Health		\$2,275	37%	Rachtha sent billing statements as follow-up
	Dim Sum King		\$2,109	19%	Submeter's water bills just input in Yardi; Rachtha and Cynthia are meeting with them.
	Dong Sing Dong Hing Market		\$2,400	100%	Submeter's water bills just input in Yardi
IDVS 2	Gourmet Noodle		\$22,925	72%	Check for \$10,000 received 11/16, need to follow up further
	Crawfish King, Parking		\$20,943	55%	Check for \$10,000 received 11/16, need to follow up further
	ICHS HAWP Tai Ji Quan		\$1,396	32%	Moved out, following up to collect balances
Comm Center	Parks Dept		\$2,533	69%	One month behind as we submit all the supporting documents. Cynthia is following up
New Central	Mam's Books		\$1,272	46%	Rachtha is following up.

Key:



Over 75% Collectability



Between 50% and 75% Collectability



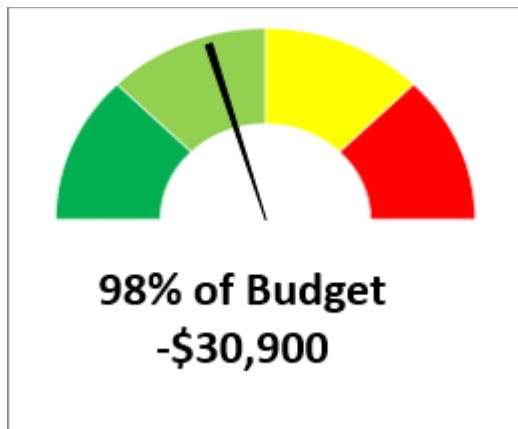
Under 50% Collectability

SCIDpda Dashboard – Payroll 2023

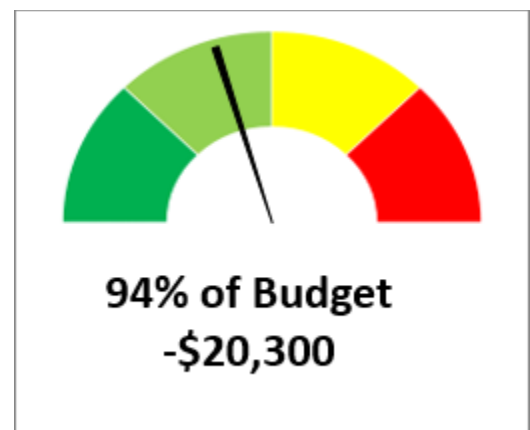
Payroll in 2023 is **90% favorable to budget or \$382k for the organization as a whole.**

- Admin's favorability to budget is 98% or \$31k from various hiring delays for 5+ months. Also, Winston Samson joined the team in late November as our Director of Finance replacing Jody McCorkle who retired December 31.
- Community Initiatives' variance to budget is favorable at 94% or \$20k due to delays in hiring the small business manager (2 mo). All positions are filled in CI.
- Property Management's favorable variance is 83% or \$329k, again due to the various delays in hiring/replacing 4 positions for 6+ months including the Director of Operations, Sophia Ni, hired in October.
- Properties variance to budget is at 99% of budget, favorable by \$1.7k.

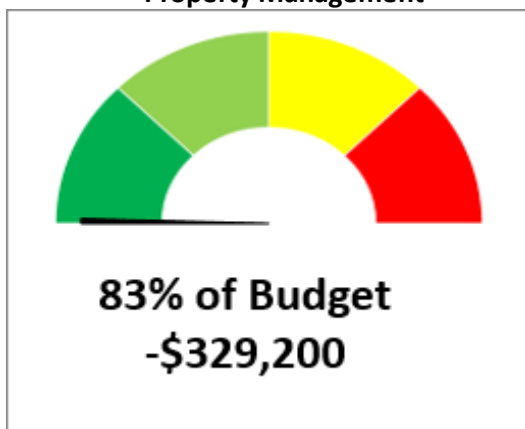
Admin



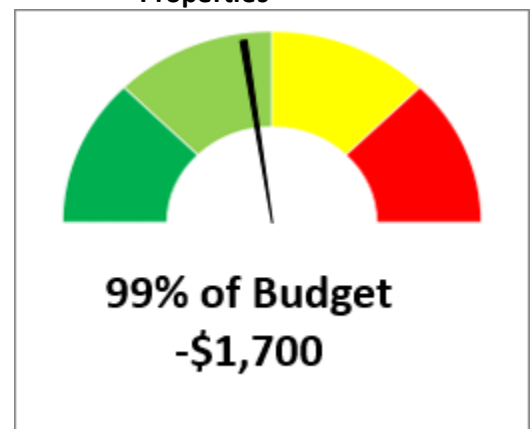
Community Initiatives



Property Management



Properties



<div> <div>SCIDpda</div> <div>Investment Report</div> </div>
--

Oct 1, 2023 - Dec 31, 2023	
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Account	Institution	Description	Beginning Balance	Investment Activity		Interest and Dividends	Fees	Ending Balance	Interest Rate
				Deposits	Withdrawals				
5710	1st Security Bank	Money Market	\$ (0.00)					\$ (0.00)	
6862	Coastal Community Bank	Money Market	\$ 202,378.18		\$ (3,894.49)	\$ 2,195.76		\$ 200,679.45	4.00%
8628	Coastal Community Bank	Money Market intra-fi	\$ 816,909.90	\$ 12,022.54				\$ 828,932.44	4.00%
1124	Commerce Bank	Money Market	\$ 9,757.55			\$ 58.10		\$ 9,815.65	3.50%
	Heritage	11 mo CD exp 10/3/24	\$ 70,808.33			\$ 633.78		\$ 71,442.11	4.43%
	Wells Fargo	9 mo CD exp 9/15/23	\$ 8,881.85		\$ (8,881.85)			\$ -	4.75%
	Wells Fargo	9 mo CD exp 10/4/23	\$ 250,000.00		\$ (258,507.88)	\$ 8,507.88		\$ -	4.55%
	Wells Fargo	15 mo CD exp 3/15/24	\$ 256,170.55		\$ (12,375.00)	\$ 6,204.45		\$ 250,000.00	4.95%
	Wells Fargo	18 mo CD exp 6/24/24	\$ 255,796.58		\$ (11,625.00)	\$ 5,828.42		\$ 250,000.00	4.65%
	Wells Fargo	18 mo CD exp 7/11/24	\$ 255,764.73		\$ (5,764.73)			\$ 250,000.00	4.65%
	Wells Fargo	2 yr CD exp 12/23/24	\$ 255,858.90		\$ (11,750.00)	\$ 5,891.10		\$ 250,000.00	4.70%
	Wells Fargo	18 mo CD exp 3/27/25	\$ 250,000.00					\$ 250,000.00	5.45%
	Wells Fargo	2 yr CD exp 10/10/25	\$ -	\$ 250,000.00				\$ 250,000.00	5.50%
2034	WA State Dept of Treasury	LGIP	\$ 1,316,547.92			\$ 18,082.11	\$ (13.11)	\$ 1,334,616.92	5.42%
Total			\$ 3,948,874.49	\$ 262,022.54	\$ (312,798.95)	\$ 47,401.60	\$ (13.11)	\$ 3,945,486.57	

QTR GROWTH \$ **(3,387.92)**

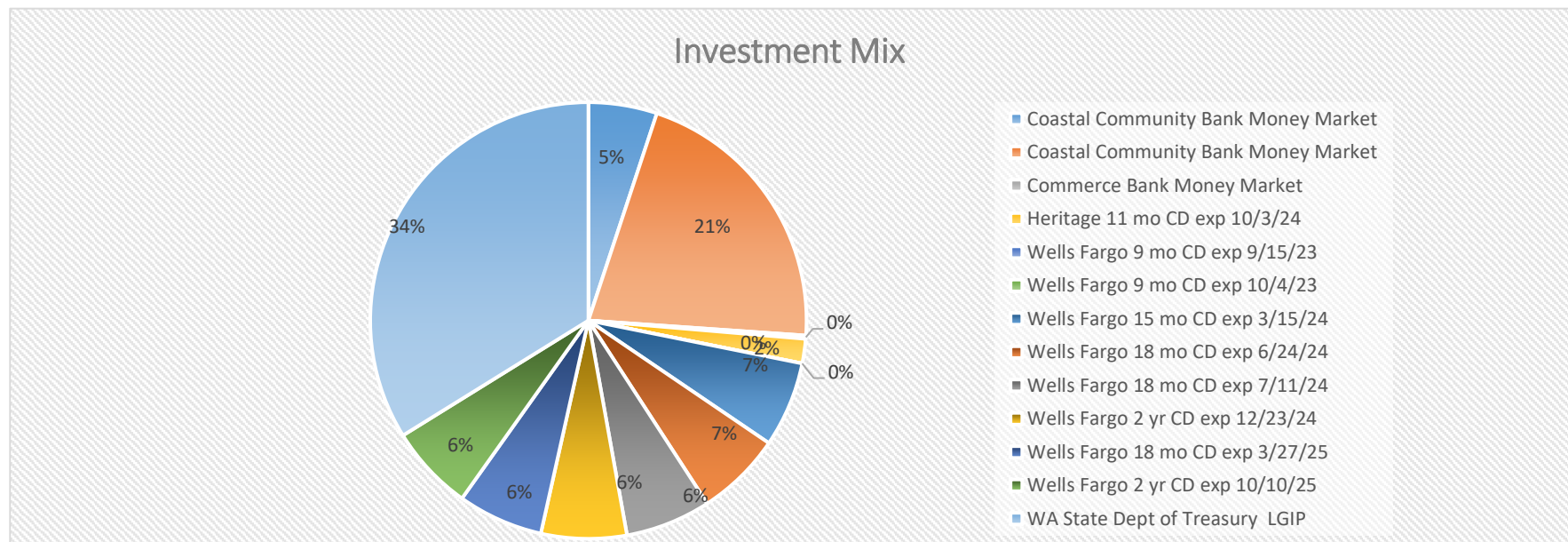
Avg. - rate varies by day

Jan 1, 2023 - Dec 31, 2023

Account	Institution	Description	Beginning Balance	Investment Activity		Interest and Dividends	Fees	Ending Balance	Interest Rate
				Deposits	Withdrawals				
5710	1st Security Bank	Money Market	\$ 1,007,346.62		\$ (1,007,698.31)	\$ 351.69		\$ 0.00	0.75%
6862	Coastal Community Bank	Money Market	\$ -	\$ 1,000,000.00	\$ (820,804.39)	\$ 21,483.84		\$ 200,679.45	4.00%
8628	Coastal Community Bank	Money Market	\$ -	\$ 828,932.44				\$ 828,932.44	4.00%
1124	Commerce Bank	Money Market	\$ 1,178.31	\$ 8,688.31	\$ (250.00)	\$ 199.03		\$ 9,815.65	3.50%
	Heritage	11 mo CD exp 10/3/24	\$ 69,767.30			\$ 1,674.81		\$ 71,442.11	4.40%
	Wells Fargo	9 mo CD exp 9/15/23	\$ 250,000.00		\$ (258,881.85)	\$ 8,881.85		\$ -	4.75%
	Wells Fargo	9 mo CD exp 10/4/23	\$ 250,000.00		\$ (258,507.88)	\$ 8,507.88		\$ -	4.55%
	Wells Fargo	15 mo CD exp 3/15/24	\$ 250,000.00		\$ (12,375.00)	\$ 12,375.00		\$ 250,000.00	4.95%
	Wells Fargo	18 mo CD exp 6/24/24	\$ 250,000.00		\$ (11,625.00)	\$ 11,625.00		\$ 250,000.00	4.65%
	Wells Fargo	18 mo CD exp 7/11/24	\$ 250,000.00		\$ (5,764.73)	\$ 5,764.73		\$ 250,000.00	4.65%
	Wells Fargo	2 yr CD exp 12/23/24	\$ 250,000.00		\$ (11,750.00)	\$ 11,750.00		\$ 250,000.00	4.70%
	Wells Fargo	18 mo CD exp 3/27/25	\$ -	\$ 250,000.00				\$ 250,000.00	5.45%
	Wells Fargo	2 yr CD exp 10/10/25	\$ -	\$ 250,000.00				\$ 250,000.00	5.50%
2034	WA State Dept of Treasury	LGIP	\$ 1,467,865.04		\$ (200,000.00)	\$ 66,822.45	\$ (70.57)	\$ 1,334,616.92	5.08%
Total			\$ 4,046,157.27	\$ 2,337,620.75	\$ (2,587,657.16)	\$ 149,436.28	\$ (70.57)	\$ 3,945,486.57	

YTD GROWTH \$ (100,670.70)

Avg. - rate varies by day





SCIDpda Dashboard - Development Q4 2023

SCIDpda 13th & Fir Project Stats

✓ 156 units, 92 units at 30% AMI, remaining 64 at 60% AMI
✓ 8,400 SF childcare facility operated by Denise Louie Education Center
✓ 2,500 SF retail space
✓ Construction began May 2021
✓ Completed May 2023

13th & Fir Highlights

- Missed leasing deadline of 95% unit leased by 12/31/2023, which will result in loss of equity.
- OH committed to providing additional subordinate loan to offset loss of equity. Aiming to close in March.
- Third Party Leasing firm Allied Properties retained to help lease up remaining units. Projected to hit target by end of January.
- Aiming to convert perm loan June 1, but will need to confirm with Freddie Mac.
- Final CO issued Dec 2023.
- Ecology NFA (property specific) will be delayed, beyond conversion due to neighboring site completing

SCIDpda North Lot Project Stats

✓ 160 units, 112 units at 50% AMI, remaining 48 at 60% AMI
✓ 25,000 SF facility once again under negotiations with ICHS
✓ 10,000 SF childcare facility operated by El Centro de la Raza
✓ Closed October 2022
✓ Expected completion August 2024

North Lot Highlights

- PSA with AiPACE signed!
- Project currently ahead of schedule and under budget.
- working to generate additional scope to ensure we hit eligible basis/equity targets for the investor.

Real Estate Development		as of 12/31/23	
13th & Fir		North Lot	
Total Spending		Total Spending	
Project % Complete	100%	Project % Complete	60%
Total Budget % Spent	100%	Total Budget % Spent	40%
Contingency % Spent	100%	Contingency % Spent	26%
Schedule		Schedule	
Original CO Date	01/16/23	Original TCO Date	08/24/24
Current CO Date	05/05/23	Current TCO Date	07/24/24
Difference*	109	Difference*	-31

* positive is behind schedule; negative is ahead of schedule



Fundraising/Communications/Community Initiatives KPIs

Fundraising/Communications

Increase the net amount earned for the 2023 SCIDpda Annual Fundraiser by 5% over the prior year.

Spend \$10,000 on paid advertisement to media outlets for the lease-up of 13th & Fir FAMILY HOUSING by 12/31/23

Fundraising & Communications		as of	12/31/23
<u>Fundraiser Revenue</u>		<u>Paid Media</u>	
by 12/31/2023		by 12/31/2023	
goal	\$ 179,300	goal	\$10,000
committed	\$ 188,720	current	\$10,000
Achieved	105%	difference	\$0

Community Initiatives

Complete 6 public realm projects on time and within budget by the end of 2022. Projects include Hing Hay Pavilion, Kobe Terrace Lantern, 2 Dragon Sculptures, Jackson Hub Art Engagement, Lights On Pilot, and Dragon Relocation Engagement.

100 businesses having some level of window protection by Q2 2023

10 artists/groups reached out for Yesler Family Housing Artist RFQ, and at least 5 submissions by Q1 2023

Community Initiatives		as of	1/4/24
Public Realm Projects		YFH Artist RFQ	
by 12/31/2023		by 12/31/23	
goal	6	reach goal	10
completed	6	contacted	36
%	100%	%	360%
budget	\$ 185,840	submit goal	5
spent	\$ 198,903	received	23
%	107%	%	460%



SCIDpda Dashboard - Hing Hay Coworks through December 2023

Goal: Maintain average Hing Hay Coworks membership count of 25 per month through December 31, 2023.

Hing Hay Coworks	as of	1/11/24
Goal (on average)		25
January		23
February		25
March		26
April		25
May		24
June		23
July		24
August		27
September		26
October		26
November		26
December		26
YTD Average		25

FINANCE COMMITTEE MEETING SCHEDULE 2024

Fridays, 1:00 – 2:00 p.m. (exceptions noted)

Jan. 12

Feb. 16

Mar. 15

April 12

May 17

June 14

July 12

Aug. 16

Sept. 13

Oct. 11

Nov. 15

Dec. 13 (12:00 – 2:00 p.m. for budget review)

Resolution 24-01-16-02

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 48 full and part-time individuals.

Whereas, the SCIDpda Board (Board) approved a 2023 Incentive Compensation Plan in order to recognize and reward performance, by all eligible staff, that meet and/or exceed specified goals as outlined below (the status of each noted in bold italics). Eligible staff are permanent employees on the award date of December 31, 2023.

AFFORDABLE HOUSING IS DEVELOPED AND CHINATOWN INTERNATIONAL DISTRICT (CID) PROPERTIES PRESERVED TO MEET COMMUNITY NEEDS.

- Achieve 95% lease up of 13th & Fir residential units by December 31, 2023. ***75% leased up as of December 31, 2023. Lease-up schedule was truncated from 8 to 5.5 months due to a concrete strike and building close-out issues. In addition, this lease-up period proved challenging for affordable housing across the City of Seattle due to a glut of 60% and above units and to covid leasing specials offered by for-profit developers. As of January 11, 2024, the lease up is at 81%. Additional lease signings are in progress and will exceed 95% in the next couple of weeks.***
- Achieve North Lot project and construction milestones and execute a lease agreement or purchase and sale agreement (PSA) for the commercial space by December 31, 2023. ***Project was on schedule as of December 31, 2023 and PSA was executed on October 20, 2023.***
- Complete community preference policy for North Lot by June 30, 2023. Have policy reviewed by lawyers and Office of Housing (OH) by December 31, 2023. ***Policy was reviewed by lawyers and sent to OH in November. Staff met with OH on December 7, 2023, and had two requests for minor changes. Once change requires staff to reach back out to lawyers for clarification. Resubmission to OH is not required but will be done as a courtesy. Changes completed December 31, 2023.***

SYSTEMS OPERATE BETTER TO SERVICE CID COMMUNITY NEEDS.

- Submit comment letter on Sound Transit 3 Final Environmental Impact Statement Process and create SCIDpda framework for mitigation, both by December 31, 2023. ***Sound Transit's Environmental Impact Statement has been postponed until January 2025. In the meantime, SCIDpda staff have provided public comment in person and in writing to Sound Transit Board on the Sound Transit 3 planning process.***

SCIDPDA ORGANIZATION AND LINES OF BUSINESS ARE DEVELOPED TO ACHIEVE INTENDED IMPACT AND SUSTAINABILITY.

- Implement new commercial property management NNN process by July 1, 2023. ***Implemented in September, three months late due to unforeseen medical leave.***
- Reduce current SCIDpda commercial property vacant units by 50% by December 31, 2023. ***We have developed a short-term lease model for the commercial property and vacancies were immediately filled in 2023. However, due to their nature a reasonable turnover is expected and vacancies will arise. As of December 31, 2023, the occupancy rate is 87%.***
- Increase the net amount earned for the 2023 SCIDpda Annual Fundraiser by 5% over the prior year. ***Achieved by 12/31. Goal was \$179,300, raised \$181,000.***
- Develop balance sheet ratio analysis and reporting by December 31, 2023, to further measure and monitor SCIDpda's financial health. ***Developed in September. Reporting to commence with reporting on December 31, 2023 financials in April 2024.***

Having met or made substantial progress regarding the above listed goals, the Co-Executive Directors, Director of Finance and Board Finance Committee recommend to the SCIDpda Board, and the SCIDpda Board therefore affirms and resolves, that an incentive is authorized.

Further, the Board authorizes and approves the incentive to be distributed by January 31, 2024, to all staff who were permanent employees on the award date of December 31, 2023, in an amount equal to 9% of the employee's 2023 salary/wages.

The Board also affirms and authorizes SCIDpda to make a contribution to SCIDpda's 401a plan on behalf of each eligible employee in an amount equal to 4% of the employee's 2023 salary/wages.

Board President

Date

Board Treasurer

Date