



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Elliott H. Sun</i>		
Board/Commission Name: <i>Seattle Chinatown International District Preservation and Development Authority (SCIDpda)</i>		Position Title: <i>Member</i>
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment		City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input checked="" type="checkbox"/> Other: <i>Fill in appointing authority</i> <i>PDA governing council #8</i>		Term of Position: * 1/1/2021 to 12/31/2023 <input type="checkbox"/> Serving remaining term of a vacant position
Residential Neighborhood: <i>Council District 5</i>	Zip Code: <i>98115</i>	Contact Phone No.: [REDACTED]
Background: Elliot Sun is currently the Director of Asset Management at Blanton Turner, a Seattle-based property management and development consulting firm. Prior to Blanton Turner, Elliot held manager-level positions at real estate investment and management companies Jamestown Properties, LP and Forestcity Enterprises, Inc. Elliot is currently on the Advisory Committee Member for BAS in Property Management at North Seattle College.		
Authorizing Signature (original signature):	Appointing Signatory: <i>Mindy Au</i> <i>Board President</i>	
Date Signed (appointed):	Mindy Au <small>Digitally signed by Mindy Au Date: 2021.01.20 17:05:07 -0800</small>	

*Term begin and end date is fixed and tied to the position and not the appointment date.

ELLIOT H. SUN

EXPERIENCE

BLANTON TURNER

Director of Asset Management

Seattle, WA

November 2016 – Present

- Portfolio Management of value-add mixed use and commercial projects in the greater Seattle Area
- Engage in pre-development services for new construction on the floor plan and common area planning phases
- Lead annual budget process and 5-year capital plans for over 1,850 multi-family units and 1.2M RSF of commercial
- Supervise 58 employees consisting of portfolio managers, property managers, leasing, creative, analysts overseeing operations, maintenance/engineering, distributions, reforecasts, monthly and quarterly reporting
- Main point of contact for ownership groups and stakeholders, maintaining positive working relationships
- Committee Lead for implementation of new systems, software, processes to create both internal and external efficiencies (i.e. Yardi tools - BI/Budgeting/PayYourRent; RealPage – Yieldstar/ActiveBuilding/LeaseStar websites)
- Create, recommend and execute strategic planning and leasing strategies for various owners such as UW Real Estate, Stellar Holdings, CalFox, Regency Centers

HARVEST PROPERTIES

Senior Project Manager

San Francisco Bay Area

August 2014 – November 2016

- In depth portfolio management of value-add opportunities in San Mateo, San Jose, Burlingame and Brisbane across multiple asset classes and investment structures (joint ventures and 3rd party fee management)
- Engaged in lease negotiations totaling 400,000 + RSF of new and renewal creative office and industrial leases
- Capital expenditure oversight of \$45 million in design conception, entitlements, City Planning and Public works for projects ranging from exterior amenities, ground up garage, TIs, MEP, LEED EBOM and common area upgrades
- Supervised property managers in operations, annual budget projections and execution of reposition plans covering 1.8M RSF of creative office and industrial

JAMESTOWN PROPERTIES, LP

Senior Manager

San Francisco Bay Area

April 2012 – August 2014

- Supported Senior VP of Asset Management covering 1.4M RSF of mixed-use creative office, hotel, retail, restaurant and shopping centers across downtown San Francisco, Alameda and Berkeley
- Oversight of \$40 million in capital expenditures, LEED EBOM, elevator mod and amenity renovations
- Analyzed operational processes and formulated action plans to enhance work force environments which maximize efficiency and production of property management teams
- Worked with multiple internal departments on new lease negotiations of 250,000 square feet to high credit tenants
- Managed Accounting staff for multiple investment funds delivering accurate, monthly/quarterly reports, annual budgets and year-end CAM reconciliations

FORESTCITY ENTERPRISES, INC

General Manager

San Francisco Bay Area

March 2010 – February 2012

- Main liaison between development and construction teams in developing 5-year strategic plan in parallel with revenue pricing and business plan model covering Presidio master plan and sustainable amenities enhancements
- Director of transportation program delivering best in class services by partnering with local shuttle, car share and bike programs to connect residents throughout the Bay Area
- Held management duties for occupancy planning, variance reporting, lease up execution and maintenance of 750,000 RSF, totaling \$18 million NOI of mixed-use properties (retail & residential)
- Led, hired and trained team of property managers, engineers, hospitality staff in LEED new development and adaptive re-use projects interfacing with public and private entities

CHILES & COMPANY, INC

Associate

Seattle, WA

February 2006 – February 2010

- 3rd Party Manager of operations, project management and facilities covering over 250,000 RSF (retail, office, restaurant & industrial)
- Managed capital projects by leveraging and working with vendors, contractors, lenders, City building/planning, legal, management companies for all clients' services: Accounting, RFPs, project supervision and tenant improvements
- Created and updated monthly, quarterly, annual variance and project reports to various ownership groups

HWA, INC,
Business Development Manager

New York, NY & Seattle, WA
July 2002 – January 2006

- Assisted CFO and COO on compiling and submittal of federal security services bid proposals
 - Led Operations team on hiring, training and managing workforce of 800 armed/unarmed security guards with a \$15 million operating budget in Washington and New York
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COMMITTEES/TRAINING/EDUCATION

University of Hawaii: Bachelor of Applied Science in Business and Information Technology (June 2002)

IREM: VP of Education, Chapter 29 (former); CPM Designation

North Seattle College: Advisory Committee Member for BAS in Property Management (June 2017-Present)

Seattle Chinatown International District Preservation and Development Authority: Board Member (July 2019-Present)

Washington State Brokers License: current

PERSONAL

Skiing, Swimming, Cycling, Tennis, Futbol and attempting to Golf and Surf. Volunteer work for Pike Place Market Foundation, HistoryLink, Medic One, El Centro de La Raza

Chinatown-International District Preservation and Development Authority (SCIDpda)

No fewer than nine (9) members and no more than seventeen (17) members: Per RCW 35.21.730 and Seattle Municipal Code (SMC) 3.110, all subject to City Council confirmation, up to 3-year terms:

- 4 Mayor-appointed
- 5 to 13 SCIDpda Governing Council-appointed

Roster:

*D	**G	Position No.	Position Title	Name	Term Start Date	Term End Date	Term #	Appointed By
1	M	1.	Member	David J. Della	1/1/21	12/31/23	2	Governing Council
6	M	2.	Member	Tiernan Martin	1/1/20	12/31/22	1	Governing Council
1	F	3.	Member	Jerilyn Young	1/1/20	12/31/22	2	Governing Council
	M	4.	Member	Elliot H. Sun	1/1/21	12/31/23	1	Governing Council
6	F	5.	Member	Lisa Nitze	1/1/21	12/31/23	1	Governing Council
1	F	6.	Member	Cindy Ju	1/1/21	12/31/23	1	Governing Council
1	F	7.	Member	Casey Huang	1/1/20	12/31/22	3	Governing Council
1	F	8.	Member	May G. Wu	1/1/20	12/31/22	1	Governing Council
1	M	9.	Member	Phillip Sit	1/1/20	12/31/22	3	Governing Council
1	M	10.	Member	Wayne H. Lau	1/1/21	12/31/23	3	Governing Council
		11.	Member					Governing Council
1	M	12.	Member	Scott Yasui	1/1/19	12/31/21	3	Governing Council
		13.	Member					Governing Council
1	F	14.	Member	Miye Moriguchi	1/1/19	12/31/21	1	Mayor
1	F	15.	Member	Aileen Balahadia	1/1/19	12/31/21	2	Mayor
1	F	16.	Member	Jennifer Reyes	1/1/19	12/31/21	2	Mayor
1	F	17.	President	Mindy Au	1/1/19	12/31/21	1	Mayor

Diversity Chart:

	Men		Women		Vacant		Minority		(1)		(2)		(3)		(4)		(5)		(6)		(7)		(8)		(9)	
	Men	Women	Vacant	Minority	Asian-American	Black/African American	Hispanic/Latino	American Indian/Alaska Native	***Other	Caucasian/Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial													
Mayor	0	4	0		4																					
PDA Council	6	5	3		8					2																
Other																										
Total	6	9	3		11	0	0	0	0	2	0	0	0													