

**Subject:** RE: Code Compliance Notice - 77 Central Apartments  
**Date:** Tuesday, February 28, 2023 at 10:36:05 AM Pacific Standard Time  
**From:** Jenny Richards/USA  
**To:** Don Cole, Nora Grant/USA  
**CC:** Misty Cozzitorto/USA  
**Attachments:** image006.png, image005.png, image004.jpg, image003.png

Hi Don,

Yes, Nora will be transferring to another property within our company soon; however, in the meantime, please continue to include her and myself. Also, I am looping in our Managing Director, Misty Cozzitorto.

Misty, Don is with the City of Mercer Island.

Thank you,

**Jenny Richards**  
Regional Manager  
Asset Services - Multifamily, Americas

Mobile: +1 425 280-9682  
[jennifer.richards@cushwake.com](mailto:jennifer.richards@cushwake.com)



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**From:** Don Cole <Don.Cole@mercergov.org>  
**Sent:** Tuesday, February 28, 2023 10:25 AM  
**To:** Nora Grant/USA <Nora.Grant@cushwake.com>; Jenny Richards/USA <Jennifer.Richards@cushwake.com>  
**Subject:** RE: Code Compliance Notice - 77 Central Apartments

External Mail

Jenny and Nora,

Nora mentioned that she is still a responsible person regarding this situation and that there might be another property manager on site as she is changing her position. In case responsibilities have changed, please confirm the person that would be responsible for the repairs, and I will direct inquiries appropriately.

Thanks again.

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**From:** Don Cole

**Sent:** Tuesday, February 28, 2023 10:17 AM

**To:** Nora Grant/USA <[Nora.Grant@cushwake.com](mailto:Nora.Grant@cushwake.com)>; Jenny Richards/USA <[Jennifer.Richards@cushwake.com](mailto:Jennifer.Richards@cushwake.com)>

**Subject:** RE: Code Compliance Notice - 77 Central Apartments

Hello Jenny and Nora,

Can you please provide an update this morning on the status of parts arrival and the heating system repair status?

Thanks in advance.

**Don Cole**

Building Official

City of Mercer Island - Community Planning & Development

206.275.7701 | [mercerisland.gov/cpd](http://mercerisland.gov/cpd) | [mybuildingpermit.com](http://mybuildingpermit.com)

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**From:** Nora Grant/USA <[Nora.Grant@cushwake.com](mailto:Nora.Grant@cushwake.com)>

**Sent:** Wednesday, February 22, 2023 10:46 AM

**To:** Don Cole <[Don.Cole@mercergov.org](mailto:Don.Cole@mercergov.org)>; Jenny Richards/USA <[Jennifer.Richards@cushwake.com](mailto:Jennifer.Richards@cushwake.com)>

**Subject:** Re: Code Compliance Notice - 77 Central Apartments

Hello Don,

Last week we were able to get A201's HVAC up and running. We are still down with 26 units with out heat. We have the coils being made in Thailand and shipping over to us with a tracking number once they are completed. As for our temporary heat we have ordered newer/ nicer heaters that have been dropped off to the residents about 2 weeks ago, and we have heard only good news about the heaters. We are consistently waiting on updates for the parts, but we do not have any more information at this time. We only have 2 systems down and once those are repaired all of the residents will have HVAC.

Thank you,

**Nora Grant**

Property Manager, Multifamily

77 Central Apartments

Direct: +1 206 230 8888

Fax: +1 206 230 8889

[nora.grant@cushwake.com](mailto:nora.grant@cushwake.com)



***Pinnacle is now Cushman & Wakefield***

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[cushwakeliving.com](http://cushwakeliving.com)

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**From:** Don Cole <[Don.Cole@mercergov.org](mailto:Don.Cole@mercergov.org)>

**Sent:** Tuesday, February 21, 2023 10:23 AM

**To:** Jenny Richards/USA <[Jennifer.Richards@cushwake.com](mailto:Jennifer.Richards@cushwake.com)>; Nora Grant/USA <[Nora.Grant@cushwake.com](mailto:Nora.Grant@cushwake.com)>

**Subject:** RE: Code Compliance Notice - 77 Central Apartments

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Hello Jenny and Nora,

I have received multiple email notifications from tenants stating that the permanent heating systems within their units are still not operational. Please confirm which units do not have heat at this time.

Also, please provide an update on restoration efforts and the anticipated date that permanent heat will be

restored to all units.

Thank you in advance for providing this information.

**Don Cole**

Building Official

City of Mercer Island - Community Planning & Development

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**From:** Jenny Richards/USA <[Jennifer.Richards@cushwake.com](mailto:Jennifer.Richards@cushwake.com)>

**Sent:** Thursday, January 26, 2023 12:36 PM

**To:** Don Cole <[Don.Cole@mercergov.org](mailto:Don.Cole@mercergov.org)>

**Subject:** RE: Code Compliance Notice - 77 Central Apartments

Hi Don,

Received.

Thank you,

**Jenny Richards**

Regional Manager

Asset Services - Multifamily, Americas

Mobile: +1 425 280-9682

[jennifer.richards@cushwake.com](mailto:jennifer.richards@cushwake.com)



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**From:** Don Cole <[Don.Cole@mercergov.org](mailto:Don.Cole@mercergov.org)>  
**Sent:** Wednesday, January 25, 2023 2:37 PM  
**To:** Jenny Richards/USA <[Jennifer.Richards@cushwake.com](mailto:Jennifer.Richards@cushwake.com)>  
**Subject:** Code Compliance Notice - 77 Central Apartments

External Mail

Hello Jenny,

Please confirm your receipt of the attached Code Compliance Notice regarding the repair of the heating system serving multiple units at the subject property. Also, a paper copy will be mailed.

Please let me know if you have any questions.

**Don Cole**

Building Official

City of Mercer Island - Community Planning & Development

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