THE HOUSING AUTHORITY OF THE COUNTY OF KING

RESOLUTION NO. 5764

A RESOLUTION OF THE HOUSING AUTHORITY OF KING COUNTY RELATING TO PERSONNEL MATTERS; ESTABLISHING RETENTION AND ACCOMPLISHMENT INCENTIVE PAYMENT AND PERFORMANCE GOALS FOR THE PRESIDENT/CEO FOR CALENDAR YEAR 2024; AND, SETTING ALTERNATIVE TRAVEL ALLOWANCE PROCESS

THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING, WASHINGTON DOES HEREBY RESOLVE; as follows:

Section 1.   RECITALS AND FINDINGS.   The Board of Commissioners (the "Board") of the Housing Authority of King County, Washington ("Authority" or "KCHA"), takes note of the following facts and makes the following findings and determinations.

1.1   The President/CEO and the Authority entered an Employment Contract ("Contract") for the period July 18, 2022 to June 20, 2025. Under the Contract the Board "may, in its discretion, make additional and appropriate increases in the salary based on the Board's consideration of Ms. Walls' performance," on the basis of performance goals established by the Board.

1.2   The Board authorized payment of a Retention and Accomplishment Incentive in recognition of the achievement of the established 2023 goals by Resolution 5763 on December 19, 2023. Annual goals may be modified from time to time to reflect changing conditions, new concerns, and emerging opportunities. The Board reviewed the proposed 2024 performance goals in a public meeting held March 18, 2024. The CEO's performance and level of achievement of the 2024 goals will be considered in the Board's determination of a retention and accomplishment incentive.

1.3   The Contract at Section 4.B.(3) provides for an annual adjustment to the travel allowance. The CEO's current monthly transportation allowance is $600 for her lease, maintenance, operating

or other related automobile expenses in connection with local travel for the Authority, and has not been adjusted previously.

1.4   Washington has one of the highest fuel costs in the nation and expenses associated with operating a vehicle continue to increase. The CEO uses her personal vehicle almost exclusively for KCHA business, KCHA's jurisdiction is geographically dispersed across King County, requiring a consistently high number of miles to be traveled to adequately view sites, meet with stakeholders, lead listening sessions, and conduct other KCHA business. The American Automobile Associate (AAA) Annual Car Ownership evaluation is an independent means to calculate travel allowance. This Resolution establishes the AAA methodology for the CEO's transportation allowance, to be conducted in January of each year. The AAA Annual Car Ownership Evaluation determined the 2023 average cost of operating a vehicle at $1015 per month. Business related weekday vehicle usage for the CEO equates to 71% of this amount which totals $720.65 month. This Resolution further increases the CEO's transportation allowance to $720.65 per month effective April 1, 2024.

Section 2.   CEO 2024 PERFORMANCE GOALS.   The Board hereby adopts the Performance Goals for Calendar Year 2024, attached hereto. The Board will consider the CEO's performance as part of the retention and accomplishment incentive pay for Calendar Year 2024 in an amount to be determined at its discretion on or before the end of the first quarter of Calendar Year 2025.

Section 3.   TRAVEL ALLOWANCE AND ADJUSTMENT.   In alignment with the CEO's Employment Contract, KCHA hereby adopts an alternative travel allowance procedure for application in January of each year, using the American Automobile Association (AAA) Annual Car Ownership evaluation and report. Based on AAA's 2023 ownership report, KCHA increases the CEO's transportation allowance to $720.65 per month effective April 1, 2024.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC MEETING THIS 15th DAY OF APRIL, 2024.

THE HOUSING AUTHORITY OF THE
COUNTY OF KING, WASHINGTON

DOUGLAS J. BARNES, Chair
Board of Commissioners

Attest:

ROBIN WALLS
President / Chief Executive Officer and
Secretary-Treasurer