

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS OF THE
KING COUNTY HOUSING AUTHORITY**

Monday, September 15, 2014

I. CALL TO ORDER

The special meeting of the Board of Commissioners of the King County Housing Authority was called to order by Commissioner Doug Barnes at 8:36 a.m. on Monday, September 15, 2014, in the New Futures Community Building at Woodridge Park Apartments, located at 12424 28th Avenue S, Burien, Washington.

II. ROLL CALL

Present: Commissioner Doug Barnes (Chair), Commissioner Susan Palmer, Commissioner TerryLynn Stewart, Commissioner Richard Mitchell and Commissioner Michael Brown

Staff: Stephen Norman, Craig Chang, Claude DaCorsi, Connie Davis, Kathryn Escudero, Sean Heron, Megan Hyla, Dan Landes, Jessica Olives, Nikki Parrot, Jennifer Ramirez Robson, Mike Reilly, Craig Violante, Tim Walter, Dan Watson, Kristin Winkel, and Wen Xu

Guests: Megan McJennet (SWYFS/New Futures), Joanna Felt (Allied Residential), Lillie Clinton, Tammy Morris, Linda Sanches-Suwaneh, and Lynda Miner

III. WELCOME

Craig Chang, Asset Manager, welcomed the Board, guests and staff to the New Futures Woodridge Community Center. Mr. Chang also introduced Joanna Felt, Woodridge Community Manager and Megan McJennet, New Futures Program Director from Southwest Youth and Family Services. Mr. Chang gave a brief overview of the facility and history of the residents.

Megan McJennet provided a brief overview of the after school programs that take place in the New Futures Community building, as well as described the adult group and community meetings that also utilize the facility.

IV. PUBLIC COMMENT

Tammy Morris commented on the overall increase in rental rates for King County and payment standards.

Linda Sanchez-Suwaneh commented on the payment standards and expressed her concerns regarding the increase in the Homeless population occurring in Redmond.

Linda Miner commented on housing for seniors and disabled residents stating concerns about the facility management and the need for more services.

V. APPROVAL OF MINUTES

On motion by Commissioner Brown, seconded by Commissioner Palmer, which motion duly carried by unanimous vote, the Board approved the minutes from the Board of Commissioner's Special Board meeting of August 18, 2014.

VI. APPROVAL OF AGENDA

On motion by Commissioner Mitchell, seconded by Commissioner Brown, which motion duly carried by unanimous vote, the Board approved the September 15, 2014 Board of Commissioners' agenda.

VII. CONSENT AGENDA

A. Voucher Certification Report for July 2014 (General and Bond Properties)

GENERAL PROPERTIES

Bank Wires/ACH Withdrawals		10,221,677.15
	<i>Subtotal</i>	<u>10,221,677.15</u>
Accounts Payable		
Checks - #242485 - #243050		3,210,039.78
	<i>Subtotal</i>	<u>3,210,039.78</u>
Payroll Vouchers		
Checks - #83296 - #83353		65,942.94
Direct Deposit		1,214,247.72
	<i>Subtotal</i>	<u>1,280,190.66</u>
Section 8 Program Vouchers		
Checks - #605541 - #605950		273,551.62
ACH - #279810 - #282963		9,218,534.08
	<i>Subtotal</i>	<u>9,492,085.70</u>
Purchase Card/ACH Withdraw		223,761.20
	<i>Subtotal</i>	<u>223,761.20</u>
	GRAND TOTAL	<u>24,427,754.49</u>

BOND PROPERTIES

Bond Properties Total (30 different properties)	2,257,415.28
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- B. Resolution No. 5481: Authorizing (i) the transfer of the Somerset Gardens Project to the Authority through the Acquisition of the Leasehold Interest of Limited Partnership in the Project by the Authority and/or the acquisition of the interests of the limited partner of the Partnership by the Authority; (ii) the submission to the Washington State Housing Finance Commission of a request for consent to transfer the Project; (iii) the assignment and assumption by the Authority of the obligations of the Partnership with respect to the Project and bonds issued to finance the Project; and (iv) the approval, execution and delivery of all documents necessary to effectuate the foregoing and determining related matters

On motion by Commissioner Palmer, seconded by Commissioner Brown, which motion was duly carried by unanimous vote, the Board approved the Consent items.

VIII. RESOLUTIONS FOR DISCUSSION AND POSSIBLE ACTION

- A. Resolution No. 5482: Authorizing the Housing Authority of the County of King to provide a loan to Plum Court Housing Associates, LLC, in an amount not to exceed \$825,000 for the purpose of financing the rehabilitation of the Plum Court Apartments in Kirkland, Washington and funding a reserve for the Project; authorizing the Authority to acquire an option to purchase the Project; directing appropriate officers of the Authority to negotiate, execute and deliver such documents as are useful for or necessary to the purposes of this resolution, and determining related matters

Tim Walter, Senior Director of Acquisitions and Asset Management, explained that Board approval of Resolution No. 5482 would authorize the King County Housing Authority to make a Deferred Maintenance Loan to Plum Court LLC, in the amount of \$825,000, for rehabilitation improvements at Plum Court Apartments. Mr. Walter mentioned that furthermore that approval would authorize the Housing Authority to acquire an option to purchase the property for an Option Fee in the amount of \$525,000 and that the purchase price for the property would be the amount of the outstanding indebtedness including related fees at the time the option is exercised.

All questions raised by the Commissioners were satisfactorily addressed by staff.

On motion by Commissioner Brown, seconded by Commissioner Palmer, which motion was duly carried by unanimous vote, the Board approved Resolution No. 5482.

VIII. BRIEFINGS & REPORTS

A. New Bank Accounts

Craig Violante, Director of Finance, announced that the Housing Authority had opened one new bank account as a requirement in the Operating Agreement with Fairwind Apartment LLLP. Mr. Violante explained that the Special Purpose Reserve Account is to hold excess development funds for future operating needs.

B. Executive Dashboard Report, Second Quarter 2014

Megan Hyla, Director of Policy and Intergovernmental Affairs, briefed the Board on the quarterly Executive Dashboard Report.

C. Capital Fund Progress Report

Dan Watson, Deputy Executive Director, provided a detail presentation on the 2014 Mid-Year Capital Fund Progress Report.

D. Moving to Work 2015 Draft Plan Briefing

Megan Hyla introduced Kathryn Escudero, Administrative Program Manager. Ms. Escudero briefed the Board on the Moving to Work 2015 Draft Plan and the upcoming approval process. Ms. Escudero also explained process for soliciting public comments of the draft Plan. Ms. Escudero mentioned that the final Plan will be presented to the Board for consideration at the October 2014 public meeting.

All questions raised by the Commissioners were satisfactorily addressed by staff.

E. Retreat Background Data and Policy Briefing

Stephen Norman, Executive Director gave a brief overview of the planned Board retreat and staff provided some high level background information about the operations of KCAH.

F. Executive Directors Report

This item was covered in the Retreat Background Data and Policy Briefing discussion.

XI. COMMISSIONER COMMENTS

Commissioners commented on topics they would like to discuss at the upcoming Board retreat.

XV. ADJOURNMENT

On motion by Commissioner Stewart, seconded by Commissioner Mitchell, which motion was duly carried by unanimous vote, the Board adjourned the meeting at 10:43 a.m.

**THE HOUSING AUTHORITY OF THE
COUNTY OF KING, WASHINGTON**

DOUGLAS J. BARNES, Chair
Board of Commissioners

STEPHEN J. NORMAN
Secretary