

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

**Tuesday, January 20, 2015**

**I. CALL TO ORDER**

The meeting of the Board of Commissioners of the King County Housing Authority was held on Tuesday, January 20, 2015, at the King County Housing Authority Administrative Offices, 700 Andover Park West, Tukwila, WA. There being a quorum, the meeting was called to order by Chair Doug Barnes at 8:30 a.m.

**II. ROLL CALL**

**Present:** Commissioner Doug Barnes (Chair), Commissioner TerryLynn Stewart, and Commissioner Michael Brown

**Excused:** Commissioner Susan Palmer, Commissioner Richard Mitchell

**Staff:** Stephen Norman, Bill Cook, Claude DaCorsi, Connie Davis, John Eliason, Sean Heron, Dan Landes, Gary Leaf, Jessica Olives, Nikki Parrott, Beth Pearson, Jennifer Ramirez Robson, Rhonda Rosenberg, Mike Reilly, Craig Violante, Tim Walter, Dan Watson, Kristy Johnson, Kristin Winkel, and Wen Xu

**Guests:** Mark Santos-Johnson (Community Development Project Manager – City of Renton); Mark Gropper (Executive Director of the Renton Housing Authority); and Deborah Gooden (Consultant – City of Renton)

**III. PUBLIC COMMENT**

Cindy Ference joined the meeting via phone to provide public comments. Ms. Ference commented on Resolution No. 5492, which authorized changes to initial program eligibility, and her concern that there was an inadequate process for seeking input from residents and the general public. Ms. Ference also commented on the opening of the Section 8 wait list and her concern that the requirement to submit applications online might not reach all those in need who do not have the capability to submit their application electronically. In addition, Ms. Ference commented on the recent conversion of resident files to a digital format and the potential impact of this change on residents who want to review or get copies of documents in their file.

**IV. APPROVAL OF MINUTES**

On motion by Commissioner Brown, seconded by Commissioner Stewart, the Board approved the minutes from the Board of Commissioner's meeting of December 15, 2014.

**V. APPROVAL OF AGENDA**

On motion by Commissioner Brown, seconded by Commissioner Stewart, the Board approved the January 20, 2015 Board of Commissioners' agenda.

**VI. CONSENT AGENDA**

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

**GENERAL PROPERTIES**

Bank Wires / ACH Withdrawals	<u>7,388,790.33</u>
<i>Subtotal</i>	<b><u>7,388,790.33</u></b>
Accounts Payable Vouchers	
Checks - #245130-#245643	<u>2,679,539.44</u>
<i>Subtotal</i>	<b><u>2,679,539.44</u></b>
Payroll Vouchers	
Checks - #83547-#83596	56,415.02
Direct Deposit	1,197,576.00
<i>Subtotal</i>	<b><u>1,253,991.02</u></b>
Section 8 Program Vouchers	
Checks - #606206-#607608	255,513.36
ACH - #292410-#295534	<u>9,225,737.72</u>
<i>Subtotal</i>	<b><u>9,481,251.08</u></b>
Purchase Card / ACH Withdrawal	<u>220,797.29</u>
<i>Subtotal</i>	<b><u>22,797.29</u></b>
<b>GRAND</b>	
<b>TOTAL</b>	<b><u>21,024,369.16</u></b>

**BOND PROPERTIES**

Bond Properties Total (30 different properties) **5,713,871.40**

On motion by Commissioner Stewart, seconded by Commissioner Brown, the Board approved the Consent items.

## VII. RESOLUTIONS FOR DISCUSSION AND POSSIBLE ACTION

- A. Resolution No. 5495: Amending Resolution No. 5448 to increase the maximum principal amount of a revolving loan to be made to the Manufactured Housing Community Preservationists to \$500,000

Tim Walter, Senior Director of Acquisitions and Asset Management, briefed the Board on Resolution No. 5495 and explained that its purpose is to increase the existing loan, with a principal amount of \$300,000, to \$500,000. Mr. Walter explained the loan conditions in detail and mentioned that KCHA staff has been working with the Manufactured Housing Community Preservationists (MHCP), an entity dedicated to preserving low income mobile home parks. Mr. Walter explained that, MHCP currently manages Wonderland Estates.

Mr. Walter stated that increasing the loan amount would allow MHCP to keep a pipeline of homes to show to potential buyers.

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

On motion by Commissioner Brown, seconded by Commissioner Stewart, the Board approved Resolution No. 5495.

- B. Resolution No. 5496: Authorizing an amendment to the Purchase and Sales Agreement with BDR Homes, LLC for the disposition of a portion of Greenbridge Bulk Parcel 3

John Eliason, Development Director, HOPE VI, briefed the board on the proposed modification to the Purchase and Sales Agreement with BDR Homes LLC for Greenbridge Bulk Parcel 3. Mr. Eliason referred to the general terms and conditions noted in the board memo and the two contingencies noted in the addendum. Mr. Eliason stated that BDR has agreed to continue to study the remainder of the bulk parcel to explore options to reduce the infrastructure costs.

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

Chair Barnes recused himself from the discussion because of a potential conflict of interest with the company, BDR Homes, LLC.

On motion by Commissioner Brown, seconded by Commissioner Stewart, the Board approved Resolution No. 5496.

- C. Resolution No. 5497: Authorizing the submission of a Choice Neighborhoods Implementation Grant application in cooperation with the

City of Renton and Renton Housing Authority for the Sunset Neighborhood Area of Renton in King County

Dan Watson, Deputy Executive Director, briefed the Board on Resolution No. 5497, stating that the approval of this item would authorize the Executive Director of KCHA to submit a Choice Neighborhoods Implementation Grant application. Mr. Watson explained that KCHA would serve as the Lead Applicant in coordination with the City of Renton and the Renton Housing Authority to obtain HUD funding up to \$30 Million for the purpose of redevelopment of the Sunset Neighborhood in Renton.

Mark Santos-Johnson, Community Development Project Manager at the City of Renton, provided background information on the Renton Sunset Area and what is envisioned for the redevelopment and community improvements should the grant application be approved.

Mark Gropper, Executive Director of the Renton Housing Authority, gave a presentation on the financial impact and provided background information on the previous development of the Sunset Area.

All questions raised by the Commissioners were satisfactorily addressed by staff and guest speakers.

On motion by Commissioner Brown, seconded by Commissioner Stewart, the Board approved Resolution No. 5497.

D. Resolution No. 5498: A Resolution of the Housing Authority of the County of King declaring its intention to sell bonds in an amount not to exceed \$42,000,000 to provide financing for the Sunset Area Transformation Plan Housing Project within King County, Washington, and determining related matters

Tim Walter, Director of Acquisitions and Asset Management, explained that in connection with Resolution No. 5497 and as part of the Choice Neighborhood Initiative grant submission, Resolution No. 5498 acknowledges KCHA's intention to issue up to \$42 million in private activity bonds to provide tax exempt financing for four of the Sunset Neighborhood revitalization housing developments.

Mr. Walter further explained that this process is required to demonstrate project readiness and that approval would put KCHA in the position to issue bonds if the grant is awarded.

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

On motion by Commissioner Brown, seconded by Commissioner Stewart, the Board approved Resolution No. 5498.

## **VIII. BRIEFINGS & REPORTS**

### **A. Standard & Poor's Credit Rating**

Connie Davis, Deputy Executive Director, stated that Standard & Poors recently conducted an agency-wide analysis of KCHA and awarded the agency a rating of "AA" with a stable outlook. Ms. Davis explained that based on KCHA's analysis, this is the highest possible rating without some taxing authority.

### **B. Briefing on the Moving to Work Innovations Report, prepared by Abt Associates**

Mike Reilly, Senior Director of Housing Management, explained that KCHA was one out of five MTW agencies selected for a detailed case study. Mr. Reilly discussed the history and functions of the MTW program. Furthermore, Mr. Reilly stated that the Abt Report was very complementary on KCHA's innovations particularly on (1) the increased housing stock; (2) the preservation of housing stock and (3) the expansion of the geographical scope for assisted housing.

### **C. Briefing on Seniors Living in Family Developments**

Jenn Ramirez Robson, Director of Resident Services, briefed the board on the number of seniors living in family developments and on some strategies that Resident Services will begin to implement to address the specific needs of this population.

### **D. Executive Directors Report**

Stephen Norman provided an update on the negotiations with HUD to extend the MTW contract and on the status of the Appropriations bill in Congress. A brief progress update on Vantage Point was also provided to the board.

Chair Barnes asked for a detailed briefing of the Vantage Point project to be presented to the Board at the March 2015 Board meeting.

### **E. KCHA in the News**

## **IX. COMMISSIONER COMMENTS**

Chair Barnes recognized Richard Mitchell as an outgoing board member and thanked him for his service on behalf of the board. Commissioners Stewart and Brown also thanked Mr. Mitchell and commended him for his services.

Mr. Norman, Executive Director, also commended Mr. Mitchell on his commitment to KCHA and its board.


Chair Barnes and Executive Director, Stephen Norman presented Mr. Mitchell with an honorary plaque.

**X. ADJOURNMENT**

On motion by Commissioner Brown, seconded by Commissioner Stewart, the Board adjourned the meeting at 10:33 a.m.

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

  
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**DOUGLAS J. BARNES**, Chair  
Board of Commissioners

  
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**STEPHEN J. NORMAN**  
Secretary