

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

Tuesday, January 19, 2016

I. CALL TO ORDER

The meeting of the Board of Commissioners of the King County Housing Authority was held on Tuesday, January 19, 2016, at the King County Housing Authority 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 Susan Palmer, Commissioner John Welch

Excused: Commissioner Michael Brown (Vice-Chair)

Staff: Stephen Norman (Secretary), Jeb Best, Knute Brinchmann, Andrew Calkins, Bill Cook, Connie Davis, John Eliason, Tonya Harlan, Sean Heron, Dan Landes, Jessica Olives, Jennifer Ramirez-Robson, Mike Reilly, Rhonda Rosenberg, Tim Walter, Dan Watson, Kristin Winkel, and Wen Xu

III. PUBLIC COMMENT

Chair Barnes announced that requests were submitted for public comment pertaining to Item IX A. Housing Choice Vouchers Multi-Tiered Payment Standards and allowed the comments to be heard later in the meeting before staff's presentation.

Linda Sanchez-Suwaneh, resident and Member of the Resident Advisory Committee, commented in favor of KCHA increasing payment standards in light of the rental market and suggested that an annual review be conducted by staff.

Tammi Morris, resident and Member of the Resident Advisory Committee, also commented in favor of the increase in payment standards and the impact on families who have to move because of rent increases.

Lillie Clinton, resident and Member of the Resident Advisory Committee, commented that landlords are less likely to rent to households with a Section 8 voucher as the rental market increases. Ms. Clinton voiced her concerns regarding the impact of the proposal on the Project Based Section 8 program, specifically the 509 developments.

IV. APPROVAL OF MINUTES

On motion by Commissioner Palmer, seconded by Commissioner Welch, the Board approved the minutes from the Board of Commissioners' meeting of December 14, 2015.

V. APPROVAL OF AGENDA

On motion by Commissioner Stewart, seconded by Commissioner Welch, the Board unanimously approved the January 19, 2016 Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Report for November 2015 (General and Bond Properties)

November 2015

GENERAL PROPERTIES

Bank Wires / ACH Withdrawals	3,129,833.54
<i>Subtotal</i>	<u>3,129,833.54</u>
Accounts Payable Vouchers	
US Bank Checks #252130 - #252592	2,924,796.52
Key Bank Checks #300003-#300020	26,017.85
Tenant Accounting Checks #10001- #10011	1,073.48
Commerce Bank Direct Payment	49,246.97
<i>Subtotal</i>	<u>3,001,134.82</u>
Payroll Vouchers	
Checks - #84003 - #84033	35,961.27
Direct Deposit	1,258,969.40
<i>Subtotal</i>	<u>1,294,930.67</u>
Section 8 Program Vouchers	
Checks - #611879-#612184	183,473.98
ACH - #329876-#332782	9,615,008.80
<i>Subtotal</i>	<u>9,798,482.78</u>
Purchase Card / ACH Withdrawal	189,218.75
<i>Subtotal</i>	<u>189,218.75</u>
GRAND TOTAL	17,413,600.56

BOND PROPERTIES

Bond Properties Total (30 different properties)	3,208,722.20
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On motion by Commissioner Stewart seconded by Commissioner Palmer, the Board unanimously approved the consent agenda.

VII. RESOLUTIONS FOR DISCUSSION AND POSSIBLE ACTION

- A. Resolution No. 5530: A Resolution providing for the issuance of \$10,500,000 revenue bond of the Authority to make a loan to Summerfield Rehab LLLP, a Washington limited liability limited partnership, for the acquisition and rehabilitation of the Summerfield Apartments and delegating to the Executive Director the authority to determine the terms of the bond and to execute all necessary documents

Tim Walter, Senior Director of Acquisitions and Asset Management presented Resolution No. 5530 and mentioned that Board approval would authorize the issuance of tax-exempt bonds in order to finance a low-income housing tax credit (LIHTC) project for the Summerfield Apartments in Bellevue. Mr. Walter explained that the property is owned and managed by the YWCA and proceeds for the bond would be used to finance rehabilitation of the property. Mr. Walter further explained that KCHA is the conduit for the financing and stated as there is no financial risk to the Housing Authority, it has no obligation for the repayment of the loan.

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

On motion by Commissioner Palmer seconded by Commissioner Stewart, the Board unanimously approved Resolution No. 5530.

VIII. BRIEFINGS & REPORT

- A. New Bank Accounts

Connie Davis, Deputy Executive Director, reported that KCHA opened one new full business checking account with Key Bank in relation to Seola Garden Endowment funds.

IX. STUDY SESSIONS

- A. Housing Choice Vouchers Multi-Tiered Payment Standards

Following public comments on this item, Stephen Norman, Executive Director outlined the trade-offs related to the proposed increase of the HCV Payment Standards as raising individual subsidies might limit the number of people that can receive housing assistance. Mr. Norman thanked members of the Resident Advisory Committee for their comments.

Sarah Oppenheimer, Senior Research Analyst reminded the board that in July 2015 a Study Session on Mobility and Geographical Choice was given by Kyle Crowder, Professor at the University of Washington. Ms. Oppenheimer

provided an overview of the discussion held in July and mentioned how it ties into the HCV Multi-Tiered Payment Standards study session discussion.

Andrew Calkins, Administrative Program Manager, provided an overview of the maximum unit rent that can be subsidized under the HCV program, known as Payment Standards. Mr. Calkins explained the current Payment Standards system and staff recommendation to shift from a two tier structure to a five tier system based on ZIP codes. Mr. Calkins also discussed the fiscal impact to KCHA and the outreach to residents and stakeholders conducted by staff. Mr. Calkins also mentioned that staff would continue to collect input from residents and stakeholders. Mr. Calkins mentioned that the new payment standards proposal will be presented for consideration to the board at the next regular Board meeting.

B. Five Year Real Estate Development Strategy

Dan Watson, Deputy Executive Director and Tim Walter, Senior Director of Acquisitions and Asset Management provided the Board with an overview of KCHA's long-term strategy pertaining to Real Estate Development. Mr. Walter mentioned options in funding resources', as well as compared the benefits and challenges of partnerships, new construction and the acquisition of existing housing.

Per the Chair's request, continuation of this item will occur at the next regularly scheduled Board meeting.

X. EXECUTIVE SESSION

Chair Barnes called for an Executive Session at 10:16 a.m. as authorized by RCW 42.30.110 (1) (g) – "To review the performance of a public employee".

The meeting of the Board of Commissioners resumed at 10:28 a.m. by Chair Barnes.

XI. EXECUTIVE DIRECTOR'S REPORT

Stephen Norman, Executive Director, commented on the approval by Congress of the Appropriations Bill and provided a status update on the incorporation of specific language pertaining to the extension of the MTW agreement with HUD. Mr. Norman also explained some concerns regarding cash management and reserves. Mr. Norman acknowledged and recognized staff for their work on the recently executed Energy Performance Contract.

XII. KCHA IN THE NEWS

None.

XIII. COMMISSIONER COMMENTS

Chair Barnes commented on the Payment Standards and indicated that government advocacy might benefit the Housing Authority long-term to receive reasonable fair market value evaluations in order to continue to serve residents. Chair Barnes also asked staff to provide an update on any plans for a legislative trip to Washington D.C.

Commissioner Stewart asked staff to provide an update on the status of the public transit concerns at the Villages at Overlake Station.

XIV. ADJOURNMENT

On motion by Commissioner Stewart, seconded by Commissioner Palmer, the Board adjourned the meeting at 10:35 a.m.

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



DOUGLAS J. BARNES, Chair
Board of Commissioners



STEPHEN J. NORMAN
Secretary