



MEETING OF THE BOARD OF COMMISSIONERS

February 21, 2017 at 8:30 a.m.

King County Housing Authority
Snoqualmie Conference Room
700 Andover Park W
Tukwila, WA 98188

A G E N D A

I. Call to Order

II. Roll Call

III. Public Comment

IV. Approval of Minutes

Board Meeting Minutes – December 19, 2016

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V. Approval of Agenda

VI. Consent Agenda

A. Voucher Certification Reports for November 2016

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B. Voucher Certification Reports for December 2016

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C. **Resolution No. 5560:** A Resolution of the King County Housing Authority authorizing an Interlocal Cooperative Purchasing Agreement for Consulting Services related to renewal and expansion of an Energy Performance Contract by the Sedro-Woolley Housing Authority

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VII. Resolutions for Discussion & Possible Action

A. None.

VIII. Briefings & Reports

A. New Bank Accounts

5

B. 2016 Year End Investment Report

6

- C. Fourth Quarter CY 2016 Procurement Report **7**
- D. Fourth Quarter CY 2016 Summary Write-offs **8**
- E. Fourth Quarter CY 2016 Executive Dashboard Report **9**

IX. Executive Session

- A. To review the performance of a public employee (RCW 42.30.110 (1) (g))

X. Executive Director Report

XI. KCHA in the News **10**

XII. Commissioner Comments

XIII. Adjournment

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the Board Coordinator, Jessica Olives, in writing at 600 Andover Park West, Seattle, WA 98188 or by calling 206-574-1194 prior to the meeting date.

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

Monday, December 19, 2016

I. CALL TO ORDER

The regular meeting of the Board of Commissioners of the King County Housing Authority was held on Monday, December 19, 2016 at the King County Housing Authority, 700 Andover Park West, Tukwila, WA 98188. There being a quorum, the meeting was called to order by Vice-Chair Michael Brown at 8:33 a.m.

II. ROLL CALL

Present: Commissioner Doug Barnes *via phone* (Chair), Commissioner Michael Brown (Vice-Chair), Commissioner Susan Palmer, Commissioner TerryLynn Stewart, and Commissioner John Welch

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

On motion by Commissioner Stewart and seconded by Commissioner Welch, the Board unanimously approved the minutes from the Board of Commissioners' meeting of November 21, 2016.

V. APPROVAL OF AGENDA

On motion by Commissioner Palmer and seconded by Commissioner Stewart, the Board unanimously approved the December 19, 2016 Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Reports for October 2016

October 2016

GENERAL PROPERTIES

Bank Wires / ACH Withdrawals	9,719,456.54
<i>Subtotal</i>	<u>9,719,456.54</u>
Accounts Payable Vouchers	
Key Bank Checks #305657-#306174	5,417,187.76
Tenant Accounting Checks #10246- #10276	6,5551.69
Commerce Bank Direct Payment	76,168.56
<i>Subtotal</i>	<u>5,499,908.01</u>
Payroll Vouchers	
Checks - #90277 – #90303	26,606.27

Direct Deposit	1,325,550.19
<i>Subtotal</i>	<i>1,352,156.46</i>
Section 8 Program Vouchers	
Checks - #615379-#615695	192,562.99
ACH - #362445-#365335	10,521,245.50
<i>Subtotal</i>	<i>10,713,808.49</i>
Purchase Card / ACH Withdrawal	208,490.76
<i>Subtotal</i>	<i>208,490.76</i>
GRAND TOTAL	27,493,820.26

BOND PROPERTIES

Bond Properties Total (31 different properties) **3,002,628.67**

On motion by Commissioner Welch, seconded by Commissioner Stewart, the Board approved the consent agenda.

VII. RESOLUTIONS FOR DISCUSSION AND POSSIBLE ACTION

A. Resolution No. 5557: Authorizing Higher Payment Standards for the Housing Choice Voucher Program (HCV)

Andrew Calkins, Senior Program Manager briefed the Board on Resolution No. 5557 and reiterated the adoption of the HCV multi-tiered payment standards by the Board, in February 2016. Mr. Calkins provided an update on the review of payment standard levels and recommended levels for 2017, which represent an increase to the Payment Standards from those adopted in February 2016. Mr. Calkins also explained the proposed implementation plan, cost implications and financial impact.

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

On motion by Commissioner Stewart, seconded by Commissioner Palmer, the Board unanimously approved Resolution No. 5557.

B. Resolution No. 5558: Authorizing the Authority to loan up to \$12,000,000 in Moving To Work funds to finance energy efficiency improvements at Public Housing properties; and authorizing the execution of related documents

Connie Davis, Deputy Executive Director, presented Resolution No. 5558 to the Board providing background information on the Energy Performance Contract (EPC) with Johnston Controls and an update on the contract measures. Ms. Davis explained the funding process and discussed outreach conducted to Residents who received upgrades as well as shared a copy of

the instructional handout given to Residents during informational training sessions.

Ms. Davis introduced Beth Pearson as the Director of Real Estate Initiatives and EPC Project Manager. Ms. Pearson explained loan terms, risk and mitigation. Ms. Pearson also explained that the source of the loan would be Moving to Work working capital. Savings generated by the Project will be sufficient to repay the loan and generate additional savings, which can be used by the Authority for other operating and capital expenses.

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. 5558.

C. Resolution No. 5559: Authorizing approval of the Comprehensive Operating and Capital Budgets for the Calendar Year beginning January 1, 2017

Craig Violante, Director of Finance presented the proposed 2017 Comprehensive Operating and Capital Budgets. Funding sources have been identified for all expenditures reflected in the 2017 budget. Mr. Violante mentioned the budget was created with the assumption that KCHA will not obtain a 2017 Renewal Funding Inflation Factor adjustment for its Housing Choice Voucher program. Staff also assumed a 97% and 85% prorate in the Voucher and Public Housing programs respectively.

Mr. Violante stated that the budgeting process was guided by the Board's main goals as outlined for the agency. Mr. Violante presented the Operating and Capital budgets as well as Personnel Service Costs and Cash Balances.

Mr. Violante discussed key aspects of the budget and noted the strength of KCHA's Balance Sheet, continued operations of core programs such as Resident Services and Homeless Housing as well as planned expansion of households served across all programs and portfolios.

Commissioner Welch asked for clarification in regard to unrestricted cash and how many residential units are supported in the proposed budget.

Commissioner Brown asked about the budget theme for 2017 and mentioned that the budget was well thought-out, and wants to make certain the agency maintains a good balance between ongoing work and future investment decisions.

Commissioner Palmer asked and received an update on KCHA's collective bargaining status

Commissioner Barnes thanked staff for additional informational budget meetings and commended the team.

Mr. Violante noted that a correction needs to be made to Resolution No. 5559, due to a minor misprint in the date. Section 1, shall be modified to state 'Total 2017 Expenditures'.

On motion by Commissioner Stewart seconded by Commissioner Palmer, the Board unanimously approved Resolution No. 5559 as modified.

D. Resolution No. 5556: Approval to amend the Procurement Policy and Procedures Manual for the King County Housing Authority

Connie Davis, Deputy Executive Director, provided information on Resolution No. 5556 and explained that the Procurement Policy and Procedures Manual is a document that guides the procurement activities of KCHA employees.

Ms. Davis stated that revisions were made to the existing Procurement Policy and Procedures Manual adopted by the Board (Resolution No. 3067), in April 2000. Ms. Davis announced sections deleted, moved and added to the documents. Ms. Davis addressed the most significant changes detailed in the Board memorandum.

On motion by Commissioner Welch seconded by Commissioner Stewart, the Board unanimously approved Resolution No. 5556.

VIII. BRIEFINGS & REPORTS

A. New Bank Accounts

Craig Violante, Director of Finance, reported that KCHA opened four new business bank accounts for the Highland Village Apartments and Vantage Point Apartments.

B. Third Quarter 2016 Executive Dashboard Report

Andrew Calkins, Senior Program Manager briefed Board of Commissioners on the Executive Dashboard for the third quarter of 2016.

IX. STUDY SESSION: Leadership Development Initiative

Tonya Harlan, Director of Human Resources presented the conceptual framework created for KCHA's Leadership Development Initiative. Ms. Harlan provided an overview of the supplemental documents included in the Board materials (KCHA Management Philosophy, Employee Training Plan and

KCHA Management University) and mentioned that further modifications will be made as the Plan matures.

Overall, Commissioners were supportive of the Leadership Development Initiative. Commissioner Palmer asked whether specific training regarding management of the collective bargaining unit would be included; staff confirmed it would be.

Commissioner Welch asked if the Initiative is new to the organization and if training would be provided in house or contracted out. Staff confirmed that the Initiative is new to the organization and is looking at resources to determine how the training will be provided, but the preference would be a combination of both. Mr. Welch emphasized that staff understand the value of the framework and continue to foster the Initiative.

Commissioner Brown asked staff to be intentional when implementing professional and leadership development, to help employees build the skills they need to succeed on their career path. Mr. Brown spoke in favor of the Initiative and its potential to continue to build a talented team and encourage Employee Engagement.

X. EXECUTIVE DIRECTOR'S REPORT

Stephen Norman mentioned the appointment of Dr. Ben Carson as the new Secretary of U.S. Housing and Urban Development and provided an update. Mr. Norman expressed his concerns regarding the nominee for Director of the Office of Management and Budget (OMB). With a significant level of uncertainty as to funding levels in 2017, KCHA is taking the precautionary measure of putting holds on a number of budget proposals until appropriations become clearer. Mr. Norman assured the Board that staff is keeping a close eye on the process.

Commissioner Welch asked about key administration positions to be filled by the new HUD Secretary. Mr. Norman stated that HUD Leadership will receive a completely new administrative staff and that the Council for Large Public Housing Authorities (CLPHA) is working with the new administration's transition team. Mr. Norman mentioned that so far no one below the Secretary level has been appointed.

XI. KCHA IN THE NEWS

None.

XII. COMMISSIONER COMMENTS

None.

XIII. ADJOURNMENT

On motion by Commissioner Stewart, seconded by Commissioner Palmer, the Board adjourned the meeting at 10:34 a.m.

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

MICHAEL BROWN, Vice-Chair
Board of Commissioners

STEPHEN J. NORMAN
Secretary

T A B N U M B E R




To: Board of Commissioners

From: Linda Riley, Controller

Date: December 30, 2016

Re: **VOUCHER CERTIFICATION FOR NOVEMBER 2016**

I, Linda Riley, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claims represented by the vouchers listed below were just obligations of the Housing Authority of the County of King, and that I am authorized to authenticate and certify said claims.



Linda Riley
Controller
December 30, 2016

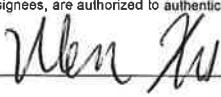
Bank Wires / ACH Withdrawals		5,548,141.00
	<i>Subtotal</i>	<i>5,548,141.00</i>
Accounts Payable Vouchers		
Key Bank Checks - #306175-#306661		4,857,927.30
Tenant Accounting Checks - #10277-#10292		5,635.30
Commerce Bank Direct Payment		87,749.64
	<i>Subtotal</i>	<i>4,951,312.24</i>
Payroll Vouchers		
Checks - #90304-#90330		27,036.52
Direct Deposit		1,298,700.09
	<i>Subtotal</i>	<i>1,325,736.61</i>
Section 8 Program Vouchers		
Checks - #615696-#616017		183,253.80
Refund Checks		18,888.48
ACH - #365336-#368176		10,486,890.06
	<i>Subtotal</i>	<i>10,689,032.34</i>
Purchase Card / ACH Withdrawal		171,367.73
	<i>Subtotal</i>	<i>171,367.73</i>
	GRAND TOTAL	<i>22,685,589.92</i>

TO: THE BOARD OF COMMISSIONERS, HOUSING AUTHORITY OF
THE COUNTY OF KING, WASHINGTON

FROM: Wen Xu

SUBJECT: VOUCHER CERTIFICATION FOR NOVEMBER 2016

I, Wen Xu, do hereby certify under penalty of perjury that the claims represented by the transactions below were just, due, and unpaid obligations against the Housing Authority, and that I, and my designees, are authorized to authenticate and certify said claims.


Wen Xu
Director, Managed Assets
January 6, 2017

Property Nov-16	Wired to Operating Account(s) for Obligations of Property			Notes:
	Date	\$	Claim	
<u>Bellepark East</u>	11/3/2016	\$1,725.11	A/P	
	11/10/2016	\$24,527.57	A/P & Payroll	
	11/14/2016	\$186,000.00	To KCHA	
	11/17/2016	\$30,212.06	A/P	
	11/22/2016	\$6,672.07	A/P & Payroll	
<u>Colonial Gardens</u>	11/3/2016	\$15,643.48	A/P	
	11/10/2016	\$13,734.43	A/P & Payroll	
	11/14/2016	\$200,000.00	To KCHA	
	11/17/2016	\$10,141.91	A/P	
	11/22/2016	\$5,123.41	A/P & Payroll	
<u>Cottonwood</u>	11/3/2016	\$12,656.82	A/P	
	11/10/2016	\$10,548.20	A/P & Payroll	
	11/14/2016	\$110,000.00	To KCHA	
	11/16/2016	\$19,881.00	To KCHA	
	11/17/2016	\$11,984.68	A/P	
<u>Cove East</u>	11/22/2016	\$7,257.81	A/P & Payroll	
	11/3/2016	\$8,255.64	A/P	
	11/10/2016	\$18,634.90	A/P & Payroll	
	11/14/2016	\$300,000.00	To KCHA	
	11/17/2016	\$8,014.58	A/P	
<u>Landmark</u>	11/22/2016	\$13,117.60	A/P & Payroll	
	11/3/2016	\$3,311.95	A/P	
	11/10/2016	\$13,861.68	A/P	
	11/14/2016	\$500,000.00	To KCHA	
	11/17/2016	\$77,643.72	A/P	
<u>Timberwood</u>	11/22/2016	\$13,596.47	A/P & Payroll	
	11/10/2016	\$18,846.17	A/P & Payroll	
	11/14/2016	\$250,000.00	To KCHA	
	11/17/2016	\$86,953.95	A/P	
	11/22/2016	\$17,026.72	A/P & Payroll	
<u>Woodland North</u>	11/3/2016	\$4,571.00	A/P	
	11/10/2016	\$5,954.02	A/P & Payroll	
	11/14/2016	\$90,000.00	To KCHA	
	11/17/2016	\$5,806.24	A/P	
	11/22/2016	\$10,525.59	A/P & Payroll	
<u>Woodside East</u>	11/3/2016	\$25,373.04	A/P	
	11/10/2016	\$62,075.62	A/P & Payroll	
	11/17/2016	\$45,199.99	A/P	
	11/21/2016	\$300,000.00	To KCHA	
	11/22/2016	\$18,035.00	A/P & Payroll	
<u>Alpine Ridge</u>	11/3/2016	\$9,887.95	Payroll	
	11/10/2016	\$5,348.06	A/P	
	11/17/2016	\$2,966.83	Payroll	
	11/29/2016	\$9,103.58	A/P	
<u>Aspen Ridge</u>	11/3/2016	\$5,522.64	Payroll	
	11/10/2016	\$10,497.64	A/P	
	11/14/2016	\$100,000.00	To KCHA	
	11/17/2016	\$5,483.69	Payroll	
	11/29/2016	\$26,939.34	A/P	
<u>Auburn Square</u>	11/3/2016	\$7,764.29	Payroll	
	11/10/2016	\$48,501.28	A/P	
	11/14/2016	\$100,000.00	To KCHA	
	11/17/2016	\$7,884.50	Payroll	
	11/29/2016	\$29,551.86	A/P	
<u>Carriage House</u>	11/3/2016	\$9,963.11	Payroll	
	11/10/2016	\$27,899.46	A/P	
	11/17/2016	\$11,439.70	Payroll	
	11/29/2016	\$43,640.80	A/P	

Cascadian	11/3/2016	\$12,177.48	Payroll	
	11/10/2016	\$69,736.50	A/P	
	11/14/2016	\$250,000.00	To KCHA	
	11/17/2016	\$11,747.58	Payroll	
	11/29/2016	\$15,740.07	A/P	
Fairwood	11/3/2016	\$8,227.70	Payroll	
	11/10/2016	\$20,727.70	A/P	
	11/14/2016	\$150,000.00	To KCHA	
	11/17/2016	\$9,532.60	Payroll	
	11/29/2016	\$42,045.89	A/P	
Heritage Park	11/3/2016	\$5,241.89	Payroll	
	11/10/2016	\$6,322.09	A/P	
	11/17/2016	\$5,248.17	Payroll	
	11/29/2016	\$18,459.42	A/P	
Laurelwood	11/3/2016	\$6,466.31	Payroll	
	11/10/2016	\$21,204.78	A/P	
	11/14/2016	\$60,000.00	To KCHA	
	11/17/2016	\$5,803.97	Payroll	
	11/29/2016	\$26,736.49	A/P	
Meadows	11/3/2016	\$5,905.86	Payroll	
	11/10/2016	\$19,371.35	A/P	
	11/14/2016	\$40,000.00	To KCHA	
	11/17/2016	\$5,080.50	Payroll	
	11/29/2016	\$15,650.36	A/P	
Newporter	11/3/2016	\$7,422.68	Payroll	
	11/10/2016	\$29,725.37	A/P	
	11/14/2016	\$50,000.00	To KCHA	
	11/17/2016	\$6,217.99	Payroll	
	11/29/2016	\$55,090.74	A/P	
Parkwood	11/3/2016	\$4,918.84	Payroll	
	11/10/2016	\$19,711.67	A/P	
	11/14/2016	\$50,000.00	To KCHA	
	11/17/2016	\$5,164.82	Payroll	
	11/29/2016	\$20,971.59	A/P	
Somerset East	11/3/2016	\$4,401.74	Payroll	
	11/10/2016	\$22,046.52	A/P	
	11/10/2016	\$16,586.25	Debt Service	
	11/14/2016	\$150,000.00	To KCHA	
	11/17/2016	\$4,339.40	Payroll	
	11/29/2016	\$7,714.57	A/P	
Somerset West	11/3/2016	\$4,824.72	Payroll	
	11/10/2016	\$27,705.88	A/P	
	11/14/2016	\$100,000.00	To KCHA	
	11/17/2016	\$4,899.34	Payroll	
	11/29/2016	\$20,374.34	A/P	
Walnut Park	11/3/2016	\$6,042.92	Payroll	
	11/10/2016	\$57,350.90	A/P	
	11/14/2016	\$200,000.00	To KCHA	
	11/17/2016	\$6,115.08	Payroll	
	11/29/2016	\$56,319.38	A/P	
Windsor Heights	11/3/2016	\$16,830.93	Payroll	
	11/10/2016	\$37,802.71	A/P	
	11/14/2016	\$280,000.00	To KCHA	
	11/17/2016	\$14,808.85	Payroll	
	11/29/2016	\$42,806.84	A/P	
Woodridge Park	11/3/2016	\$15,700.10	Payroll	
	11/10/2016	\$58,698.85	A/P	
	11/14/2016	\$300,000.00	To KCHA	
	11/14/2016	\$80,000.00	To KCHA	
	11/17/2016	\$13,073.72	Payroll	
	11/29/2016	\$70,526.77	A/P	
Gilman Square	11/2/2016	\$35,279.14	A/P & Payroll	
	11/18/2016	\$14,413.71	A/P & Payroll	
	11/29/2016	\$18,447.81	A/P	
Meadowbrook	11/2/2016	\$ 31,967.17	A/P & Payroll	
	11/14/2016	\$ 300,000.00	To KCHA	
	11/16/2016	\$ 22,429.85	A/P & Payroll	
	11/29/2016	\$ 17,072.70	A/P	
Villages at South Station	11/2/2016	\$71,928.66	A/P & Payroll	
	11/16/2016	\$39,563.56	A/P & Payroll	
	11/29/2016	\$22,073.73	A/P	

Rainier View I	11/10/2016	\$54,766.50	A/P	
	11/17/2016	\$5,414.75	A/P	
Rainier View II	11/10/2016	\$14,741.88	A/P	
	11/17/2016	\$6,344.11	A/P	
SI View	11/10/2016	\$16,435.14	A/P	
	11/17/2016	\$4,573.33	A/P	
Abbey Ridge	11/18/2016	\$7,221.14	A/P	
Highland Village	11/9/2016	\$12,130.11	A/P	
	11/16/2016	\$6,469.76	A/P	
	11/22/2016	\$12,127.30	A/P	
	11/23/2016	\$28,176.28	A/P	
	11/29/2016	\$5,904.40	A/P	
Vashon Terrace	11/9/2016	\$9,269.83	A/P	
Portfolio Total:		\$6,489,786.38		

T A B N U M B E R

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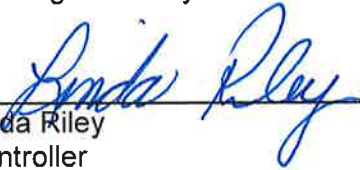
To: Board of Commissioners

From: Linda Riley, Controller

Date: February 3, 2017

Re: **VOUCHER CERTIFICATION FOR DECEMBER 2016**

I, Linda Riley, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claims represented by the vouchers listed below were just obligations of the Housing Authority of the County of King, and that I am authorized to authenticate and certify said claims.



Linda Riley
Controller
February 3, 2017

Bank Wires / ACH Withdrawals		3,334,149.96
	<i>Subtotal</i>	3,334,149.96
Accounts Payable Vouchers		
Key Bank Checks - #306662-#307340		8,704,754.00
Tenant Accounting Checks - #10293-#10313		4,831.29
Commerce Bank Direct Payment		86,582.88
	<i>Subtotal</i>	8,796,168.17
Payroll Vouchers		
Checks - #90331-#90363		38,912.82
Direct Deposit		2,031,557.51
	<i>Subtotal</i>	2,070,470.33
Section 8 Program Vouchers		
Checks - #616018-#616356		189,304.60
Refund Checks		11,587.84
ACH - #368177-#371115		10,802,148.85
	<i>Subtotal</i>	11,003,041.29
Purchase Card / ACH Withdrawal		171,225.32
	<i>Subtotal</i>	171,225.32
	GRAND TOTAL	25,375,055.07

TO: THE BOARD OF COMMISSIONERS, HOUSING AUTHORITY OF
THE COUNTY OF KING, WASHINGTON

FROM: Wen Xu

SUBJECT: VOUCHER CERTIFICATION FOR DECEMBER 2016

I, Wen Xu, do hereby certify under penalty of perjury that the claims represented by the transactions below were just, due, and unpaid obligations against the Housing Authority, and that I, and my designees, are authorized to authenticate and certify said claims.



Wen Xu
Director, Managed Assets
January 11, 2017

Property Dec-16	Wired to Operating Account(s) for Obligations of Property			Notes:
	Date	\$	Claim	
<u>Bellepark East</u>	12/1/2016	\$8,746.48	A/P	
	12/8/2016	\$17,830.97	A/P & Payroll	
	12/15/2016	\$20,285.19	A/P	
	12/20/2016	\$100,000.00	To KCHA	
	12/21/2016	\$18,139.54	A/P & Payroll	
	12/29/2016	\$5,949.91	A/P	
<u>Colonial Gardens</u>	12/1/2016	\$19,720.89	A/P	
	12/8/2016	\$18,229.43	A/P & Payroll	
	12/15/2016	\$23,150.01	A/P	
	12/20/2016	\$100,000.00	To KCHA	
	12/21/2016	\$9,949.13	A/P & Payroll	
	12/29/2016	\$9,312.73	A/P	
<u>Cottonwood</u>	12/1/2016	\$5,650.81	A/P	
	12/8/2016	\$12,476.25	A/P & Payroll	
	12/15/2016	\$2,804.08	A/P	
	12/21/2016	\$13,208.08	A/P & Payroll	
	12/29/2016	\$11,574.59	A/P	
<u>Cove East</u>	12/1/2016	\$11,047.70	A/P	
	12/8/2016	\$25,877.13	A/P & Payroll	
	12/15/2016	\$5,003.66	A/P	
	12/20/2016	\$150,000.00	To KCHA	
	12/21/2016	\$31,953.31	A/P & Payroll	
	12/29/2016	\$7,265.08	A/P	
<u>Landmark</u>	12/1/2016	\$19,802.59	A/P	
	12/8/2016	\$24,674.62	A/P & Payroll	
	12/15/2016	\$44,828.35	A/P	
	12/20/2016	\$250,000.00	To KCHA	
	12/21/2016	\$63,150.17	A/P & Payroll	
	12/29/2016	\$25,701.88	A/P	
<u>Timberwood</u>	12/1/2016	\$36,331.23	A/P	
	12/8/2016	\$65,443.37	A/P & Payroll	
	12/15/2016	\$26,343.01	A/P	
	12/20/2016	\$100,000.00	To KCHA	
	12/21/2016	\$68,385.45	A/P & Payroll	
	12/29/2016	\$26,367.63	A/P	
<u>Woodland North</u>	12/1/2016	\$7,825.07	A/P	
	12/8/2016	\$12,924.12	A/P & Payroll	
	12/15/2016	\$9,651.17	A/P	
	12/20/2016	\$150,000.00	To KCHA	
	12/21/2016	\$12,868.60	A/P & Payroll	
	12/29/2016	\$11,145.37	A/P	
<u>Woodside East</u>	12/1/2016	\$31,614.09	A/P	
	12/8/2016	\$30,168.98	A/P & Payroll	
	12/15/2016	\$67,065.28	A/P	
	12/20/2016	\$200,000.00	To KCHA	
	12/21/2016	\$54,053.65	A/P & Payroll	
	12/29/2016	\$39,412.16	A/P	
<u>Alpine Ridge</u>	12/1/2016	\$2,691.32	Payroll	
	12/15/2016	\$18,602.38	A/P & Payroll	
	12/20/2016	\$212,000.00	To KCHA	
	12/29/2016	\$7,511.97	A/P & Payroll	
<u>Aspen Ridge</u>	12/1/2016	\$4,675.25	Payroll	
	12/15/2016	\$18,437.75	A/P & Payroll	
	12/20/2016	\$110,000.00	To KCHA	
	12/29/2016	\$10,627.56	A/P & Payroll	
<u>Auburn Square</u>	12/1/2016	\$8,020.71	Payroll	
	12/15/2016	\$40,369.88	A/P & Payroll	
	12/20/2016	\$100,000.00	To KCHA	
	12/29/2016	\$35,343.39	A/P & Payroll	

Carriage House	12/1/2016	\$11,600.86	Payroll	
	12/15/2016	\$136,372.23	A/P & Payroll	
	12/20/2016	\$200,000.00	To KCHA	
	12/29/2016	\$27,153.17	A/P & Payroll	
Cascadian	12/1/2016	\$11,039.67	Payroll	
	12/15/2016	\$38,853.91	A/P & Payroll	
	12/20/2016	\$370,000.00	To KCHA	
	12/29/2016	\$24,203.03	A/P & Payroll	
Fairwood	12/1/2016	\$7,918.15	Payroll	
	12/15/2016	\$37,300.92	A/P & Payroll	
	12/20/2016	\$185,000.00	To KCHA	
	12/29/2016	\$29,014.89	A/P & Payroll	
Heritage Park	12/1/2016	\$5,050.89	Payroll	
	12/15/2016	\$70,641.54	A/P & Payroll	
	12/20/2016	\$434,000.00	To KCHA	
	12/29/2016	\$14,181.18	A/P & Payroll	
Laurelwood	12/1/2016	\$6,260.33	Payroll	
	12/15/2016	\$34,840.02	A/P & Payroll	
	12/20/2016	\$65,000.00	To KCHA	
	12/29/2016	\$33,724.45	A/P & Payroll	
Meadows	12/1/2016	\$5,855.98	Payroll	
	12/15/2016	\$33,381.52	A/P & Payroll	
	12/20/2016	\$50,000.00	To KCHA	
	12/29/2016	\$15,228.28	A/P & Payroll	
Newporter	12/1/2016	\$6,275.79	Payroll	
	12/15/2016	\$40,531.47	A/P & Payroll	
	12/20/2016	\$150,000.00	To KCHA	
	12/29/2016	\$26,513.52	A/P & Payroll	
Parkwood	12/1/2016	\$5,272.75	Payroll	
	12/15/2016	\$25,119.91	A/P & Payroll	
	12/20/2016	\$75,000.00	To KCHA	
	12/29/2016	\$10,242.25	A/P & Payroll	
Somerset East	12/1/2016	\$4,288.92	Payroll	
	12/15/2016	\$26,465.49	A/P & Payroll	
	12/29/2016	\$9,142.64	A/P & Payroll	
Somerset West	12/1/2016	\$4,823.52	Payroll	
	12/15/2016	\$19,166.26	A/P & Payroll	
	12/29/2016	\$16,253.02	A/P & Payroll	
Walnut Park	12/1/2016	\$6,181.67	Payroll	
	12/15/2016	\$32,187.46	A/P & Payroll	
	12/20/2016	\$100,000.00	To KCHA	
	12/29/2016	\$19,908.92	A/P & Payroll	
Windsor Heights	12/1/2016	\$14,933.01	Payroll	
	12/15/2016	\$109,037.20	A/P & Payroll	
	12/20/2016	\$90,000.00	To KCHA	
	12/29/2016	\$64,274.62	A/P & Payroll	
Woodridge Park	12/1/2016	\$13,956.52	Payroll	
	12/15/2016	\$79,291.39	A/P & Payroll	
	12/20/2016	\$55,000.00	To KCHA	
	12/29/2016	\$51,236.06	A/P & Payroll	
Gilman Square	12/1/2016	\$7,119.74	Payroll	
	12/14/2016	\$42,698.16	A/P & Payroll	
	12/20/2016	\$100,000.00	To KCHA	
	12/28/2016	\$27,249.18	A/P	
	12/29/2016	\$5,845.83	Payroll	
Meadowbrook	12/1/2016	\$ 8,830.81	Payroll	
	12/14/2016	\$ 22,162.74	A/P & Payroll	
	12/20/2016	\$ 100,000.00	To KCHA	
	12/28/2016	\$ 32,775.67	A/P	
	12/29/2016	\$ 6,779.35	Payroll	
Villages at South Station	12/1/2016	\$9,351.14	Payroll	
	12/14/2016	\$34,151.48	A/P & Payroll	
	12/20/2016	\$150,000.00	To KCHA	
	12/28/2016	\$29,245.20	A/P	
	12/29/2016	\$8,914.21	Payroll	
Rainier View I	12/7/2016	\$39,760.47	A/P	
	12/14/2016	\$20,910.36	A/P	
Rainier View II	12/7/2016	\$30,384.28	A/P	
	12/14/2016	\$6,745.98	A/P	
Si View	12/7/2016	\$23,382.25	A/P	
	12/14/2016	\$9,702.32	A/P	

<u>Abbey Ridge</u>	12/1/2016	\$9,085.91	Payroll	
	12/15/2016	\$18,216.11	A/P & Payroll	
	12/29/2016	\$15,367.08	A/P & Payroll	
	12/30/2016	\$5,960.00	A/P	
<u>Highland Village</u>	12/1/2016	\$3,366.27	A/P	
	12/6/2016	\$998.72	Security Deposit Transfer	
	12/8/2016	\$6,307.49	A/P	
	12/15/2016	\$40,998.84	A/P & Payroll	
	12/29/2016	\$14,541.28	A/P & Payroll	
<u>Vashon Terrace</u>	12/8/2016	\$6,917.01	A/P	
	12/29/2016	\$3,427.55	A/P	
Portfolio Total:		\$6,316,928.39		

T A B N U M B E R



TO: Board of Commissioners

FROM: Connie Davis, Deputy Executive Director

DATE: February 14, 2017

RE: Resolution No. 5560: A Resolution of the King County Housing Authority authorizing an Interlocal Cooperative Purchasing Agreement for Consulting Services related to Renewal and Expansion of an Energy Performance Contract by Sedro-Woolley Housing Authority

Executive Summary:

State law (RCW 39.34.030) and federal law (24 CFR 85.36) authorize governmental agencies to enter into interlocal cooperative purchasing agreements for the procurement of common goods and services. Approval of this Resolution would allow the Housing Authority of the City of Sedro Woolley (SWHA) to 'piggyback' on KCHA's procurement of consulting services from Johnson Controls, Inc. (JCI) for energy performance contracting.

Background:

In 2015, KCHA completed a procurement process by signing an interagency agreement with the Washington State Department of Enterprise Services (DES) to procure the services of JCI for the extension and expansion of KCHA's existing energy performance contract. This approach complied with both HUD's and KCHA's procurement requirements and has allowed KCHA to save significant administrative time procuring and contracting with an energy services partner. SWHA seeks to extend and possibly expand its own energy performance contract and, on February 16, 2017, the SWHA Board of Commissioners adopted the attached Resolution (No. 2017-455) to enter into the Interlocal Agreement with KCHA to procure JCI services.

Staff Recommendation:

Passage of this Resolution will permit SWHA to work with JCI in the extension and expansion of SWHA's self-implemented EPC. Passage is recommended.

INTERLOCAL COOPERATIVE PURCHASING AGREEMENT

Pursuant to Chapter 39.34 of the Revised Code of Washington State, the Housing Authority of the City of Sedro-Woolley (SWHA) and the Housing Authority of the County of King (KCHA) hereby agree to the terms of this Interlocal Cooperative Purchasing Agreement for the use of the solicitation process in obtaining energy performance contract (EPC) consulting services with Johnson Controls Inc. (JCI) for the purposes of self-implementing an EPC.. The following terms and conditions are applicable to this Agreement:

1. Each party has agreed that KCHA has followed the HUD procurement process at 24 CFR 85.36 and KCHA's Procurement Policy in obtaining energy performance contract services with JCI.
2. Each party has agreed that KCHA's decision to contract with JCI is without prejudice and meets applicable laws and policies.
3. Each party has agreed to enter into separate energy services proposals and contracts with JCI, with each set of documents having specific terms and agreements.
4. A party to this Agreement shall not accept responsibility for the performance of JCI contracted for by the other party as a result of this Agreement.
5. A party to this Agreement shall not be responsible for the payment of any item(s) or service(s) contracted for by the other party as a result of this Agreement.
6. This Agreement shall continue in force until cancelled in writing by either party.

IN WITNESS WHEREOF, the parties hereto have executed this Interlocal Cooperative Purchasing Agreement by having their representatives affix their signatures below.

Housing Authority of the County
of King
600 Andover Park West
Tukwila, WA 98188

Housing Authority of the City of Sedro-
Woolley
830 Township St
Sedro-Woolley, WA 98284

Signature

Date

Stephen J. Norman
Executive Director

Signature

Date

Laurie Fellers
Chair, SWHA

THE HOUSING AUTHORITY OF THE COUNTY OF KING

RESOLUTION NO. 5560

A RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF KING
AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO
AN INTERLOCAL AGREEMENT WITH THE
HOUSING AUTHORITY OF CITY OF SEDRO-WOOLLEY FOR CONSULTING
SERVICES IN CONNECTION WITH AN ENERGY PERFORMANCE CONTRACT

WHEREAS, the Housing Authority of the City of Sedro-Woolley (SWHA) seeks
to secure consulting services for an energy performance contract (an EPC); and

WHEREAS, the Housing Authority of the County of King (KCHA) has followed
the HUD procurement process, 24 CFR 85.36 and KCHA's procurement policy in
procuring EPC consulting services from Johnson Controls, Inc. (JCI) under a Master
Energy Services Agreement dated in June 16, 2015; and

WHEREAS, SWHA wishes to use the services of JCI; and

WHEREAS, RCW Chapter 39.34 (The Interlocal Cooperation Act) permits
public agencies to cooperate and exercise joint powers in carrying out their public
purposes, including the purchase of goods and services; and,

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF
KING; THAT:**

The Executive Director is hereby authorized to enter into an Interlocal
Cooperative Purchasing Agreement with SWHA substantially in the form attached.

**ADOPTED AT A REGULAR MEETING OF THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF
KING THIS 21ST DAY OF FEBRUARY, 2017.**

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

DOUGLAS J. BARNES, Chair

Attest:

STEPHEN J. NORMAN, Secretary

T A B N U M B E R

5



To: Board of Commissioners

From: Craig Violante, Director of Finance

Date: February 14, 2017

Re: **New Bank Accounts**

Since the last Board meeting KCHA opened four new bank accounts.

Arbor Heights Apartments

- Allied Residential Inc. AAF, Housing Authority of the County of King – Arbor Heights – Operating
- Allied Residential Inc. AAF, Housing Authority of the County of King – Arbor Heights – Tenant Trust
- Housing Authority of the County of King – Arbor Heights – Depository

Bank: Bank of America

Purpose:

Allied Residential Inc. opened two full business checking accounts for Arbor Heights Apartments. The Operating Account will be used to pay operating expenses related to the property. The account will primarily receive wires from the Depository Account and issue checks, wires, and ACH payments.

The Tenant Trust account will be used to hold tenant security deposits. Transactions will include and be limited to deposits from the depository account and transfers to the operating account for tenant refunds. KCHA policy requires tenant security deposits and the practice is to hold security deposits in separate bank accounts.

The Authority opened a full business checking account with Bank of America that will be used to receive and hold property income. The Depository Account will also wire funds to the Operating Account to fund operating expenses.

Southwood Square Apartments

- Housing Authority of the County of King – Southwood Square – Depository

New Bank Accounts
February 21, 2017 KCHA Board Meeting
Page **2** of **2**

Bank: Bank of America

Purpose: The Authority opened a full business checking account with Bank of America that will be used to receive and hold property income. The Depository Account will also wire funds to the Operating Account to fund operating expenses.

T A B N U M B E R

6



To: Board of Commissioners

From: Craig Violante, Director of Finance

Date: February 14, 2017

Re: **2016 Investment Recap**

Executive Summary

As of December 31, 2016, KCHA had \$194.5 million in cash and investments, split between (1) the KCHA Internal Pool (the Internal Pool), (2) the Washington State Local Government Investment Pool (LGIP), (3) cash held by trustees and cash in traditional checking and savings accounts and (4) loans to housing partners and to the Energy Performance Contract (EPC) project.

Snapshot at 12/31/2016 for year-end investment report:

	Amounts	Yield @ 12/31/2016
Cash Invested in Internal KCHA Pool	\$53,135,486	1.12%
Cash Held in the LGIP	82,671,582	0.51% (1)
Cash Held by KCHA & Outside Trustees	41,788,525	0.20% (2)
Cash loaned for low income housing purposes and to EPC project	16,982,534	4.98%
	<u>\$194,578,127</u>	<u>1.000%</u>

- 1) 0.47% was the average rate for all of 2016
2) Estimate

For all of 2016, the Internal Pool average yield was **1.09%** while the LGIP's was **0.47%**. The higher return from the Internal Pool versus the LGIP increased KCHA's total investment return by \$333,000, down from \$431,000 because the 2016 increase in short-term rates has narrowed the gap between the Internal Pool and the LGIP.

Out of the total portfolio of \$194.5 million, \$108.2 million is considered "investable". The remainder is in the form of loans; is held by trustees or management agents; or will be spent within the next 12 months. Although the Board has authorized an allocation of up to 60% of investable cash in the Internal Pool, short-term liquidity and forecasted cash needs, and an assessment of future interest rates, influence how much is actually invested in the Pool. As a result, 49.1% of investable cash was in the Internal Pool at the end of 2016.

Historical Context

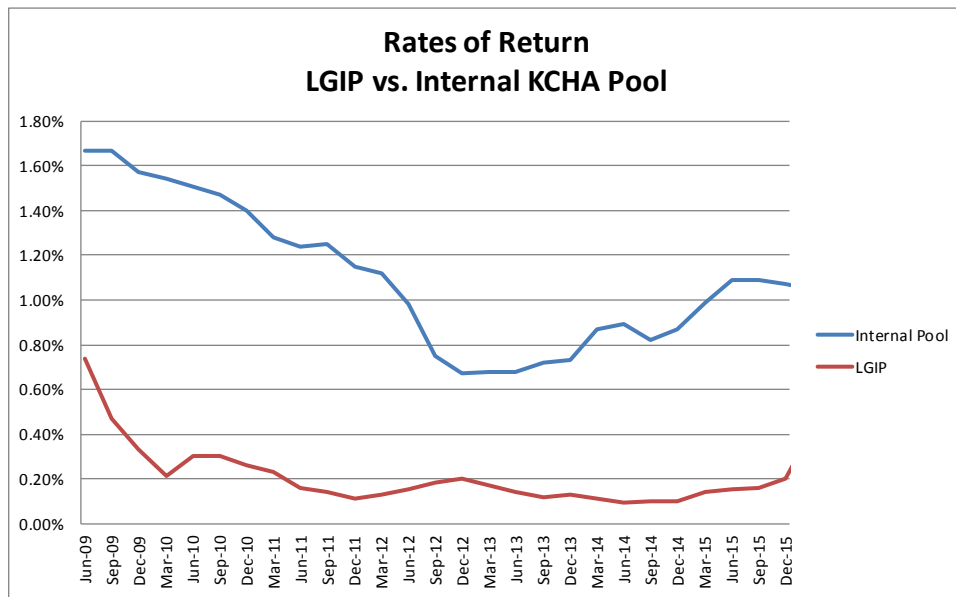
The Board of Commissioners adopted an Investment Policy in 2005 and several updates have since been adopted. According to the policy the primary objectives, in priority order, of the Authority's investment activities are:

- **Legality:** Conforms to all applicable Federal, state and local government requirements.
- **Safety:** Safety of the principal is the foremost objective of the investment program. Investments of KCHA shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To obtain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- **Liquidity:** the Authority's investment portfolio will remain sufficiently liquid to enable KCHA to meet all operating requirements that might be reasonably anticipated.
- **Return on Investment:** the Authority's investment portfolio shall be designated with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the Authority's investment risk constraints and the cash flow characteristics of the portfolio.

At the beginning of 2009, KCHA invested most excess funds in the LGIP. The LGIP is an investment vehicle operated by the Washington State Treasurer, and is open to all local governments. Its strength lies in its combination of liquidity and security. It has a policy of purchasing AAA-rated securities and maintaining a weighted average maturity of 60 days or less.

With the goal of increasing investment yields, in March 2009, KCHA embarked on a strategy of investing in securities outside of the LGIP. These securities could have a maturity of up to three years and were comprised primarily of securities from Government Sponsored Entities (GSEs) such as the Federal Home Loan Bank (FHLB), Federal Home Loan Mortgage Corporation (FHLMC—also known as Freddie Mac), Government National Mortgage Association (GNMA—also known as Ginnie Mae) and the Federal National Mortgage Association (FNMA—also known as Fannie Mae).

From 2009 through 2011, the KCHA Internal Pool performed exceptionally well, beating the LGIP by an average of 114 basis points (1.14%). Starting in 2012, the Federal Reserve's monetary policy of Quantitative Easing, intended to keep medium and long-term rates low and stimulate the economy, had a deleterious effect on KCHA's Internal Investment Pool and the gap between the Internal Pool and the LGIP narrowed. Beginning in 2014, the gap began to widen again, with the Internal Pool beating the LGIP by 77 basis points in 2014 and 90 basis points in 2015. In 2016, spurred by a sharp outflow of capital from debt investments (bonds) and into equity investments (the stock market), short term rates finally started to rise, and by the end of the year the gap had narrowed to 63 basis points.



Since inception of the Internal Pool in 2009, nearly \$2.6 million of additional investment income has been earned compared to what would have been earned had the funds been in the LGIP.

Total Rate of Return Investing

In late 2013, KCHA began managing the Internal Pool using Total Rate of Return principles. Prior to this change in philosophy, all investments were held to maturity or until they were called, regardless of their interest rates. Under Total Rate of Return investing, certain portfolio investments are sold and replaced with new securities. This is usually done to lock-in profits, increase investment yields, extend the life of investments with favorable rates, or rid the portfolio of under-performing investments, selling at a loss but re-investing at higher rates.

Below is a history of all 2016 Total Rate of Return trades:

Trade Date	Coupon Amount	Old Yield	New Yield	Days Extended*	Gain/ (Loss)
3/29/2016	\$1,000,000	1.050%	1.200%	305	\$1,500
4/15/2016	\$1,000,000	0.830%	0.980%	471	(\$59)
6/17/2016	\$1,000,000	0.912%	0.720%	48	\$3,782
9/16/2016	\$1,000,000	1.008%	1.000%	756	\$2,876
Total Gain					\$8,099

* The number of additional days the newly purchased investment will be outstanding vs. the sold investment

Aggregate profits since the inception of Total Rate of Return investing are \$46,229. Each trade also resulted in an increased market yield and generally higher future cash flows.

Portfolio Management

KCHA currently purchases three main types of investment structures:

- Investments that can be redeemed at pre-determined times at the option of the issuer. These investments are called “callables”. The bond issuer typically must offer slightly higher rates of return for the option of calling the bonds.
- Investments that increase interest payments at pre-set amounts and at pre-set times. These bonds, called “steps”, almost always carry call features in addition to the step features.
- Investments that cannot be called, either because they were issued that way, or because the call options were not exercised by the issuer. These investments are known as “bullets”.

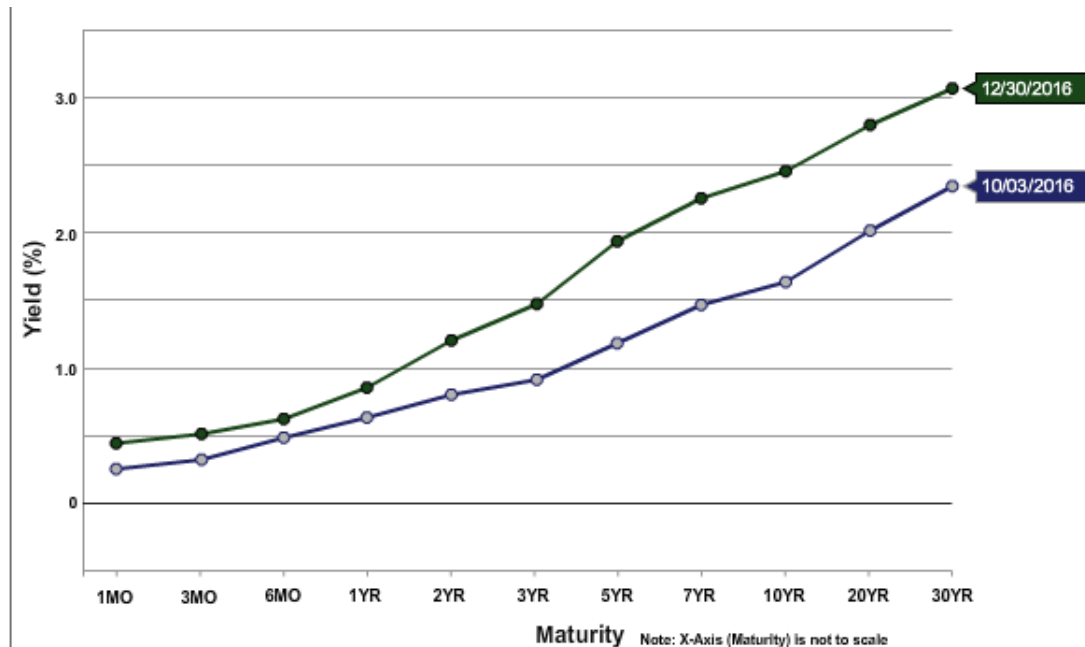
While bullets are the preferred bonds for Total Rate of Return investing, they are not the only type of investment that should be included in a well-balanced portfolio. Although bullets offer purchasers more certainty, they carry slightly lower rates than comparable callable bonds (generally 5-10 basis points), and when rates rise, they will lose value more quickly than steps. KCHA’s internal investment portfolio at the end of December 2016 contains a mix of all three investment types:

	Amt Invested	% of Portfolio	Average Yield
Callable	\$21,999,200	42.3%	1.20%
Step*	\$6,000,000	11.5%	1.02%
Bullet	\$24,052,940	46.2%	1.06%
	<u>\$52,052,140</u>	<u>100.0%</u>	<u>1.12%</u>

* Step bonds are also callable; the Board has authorized up to 50% of the portfolio to be step investments

Strategy for 2017

At its December 17, 2015 meeting, the Federal Open Market Committee (FOMC, the “Fed”), raised the target federal funds rate for the first time in nearly a decade, from a range of zero to 0.25% to a range of 0.25% to 0.50%. After a year’s hiatus, rates were again increased by 0.25% to a range of 0.50% to 0.75% on December 15, 2016. Even before the 2016 increase by the FOMC, rates had begun to spike upward as a result of investing dollars leaving bonds and flowing into equities. Below is a comparison of the “yield curve” at the beginning of the fourth quarter and at the end:



The yield curve as of February 2, 2017 is essentially unchanged from the end of 2016. General consensus is that by the end of 2017, rates will be somewhere in the range of 0.75% to 1.50%, with next increase expected this June.

Since rates have begun to rise, the number of times the issuer has exercised their rights to call bonds in KCHA's portfolio has fallen to near zero. \$28 million, or 54%, of KCHA's portfolio is invested in instruments with call features. As the weighted average of these investments is 1.17%, it is likely that few, if any, of these investments will be called in 2017.

For 2017, KCHA will be pursuing a bifurcated strategy.

- To increase the size of the Internal Pool, KCHA will be looking for two types of investments: steps and callables.
 - In general, step investments with a higher starting coupon rate have smaller incremental rate increases, while those with smaller starting rates have more aggressive increases. The key will be matching the rate structure with the forecasted rise in interest rates.
 - Callable investments carry higher interest rates than non-callables as the issuer has to pay a premium for the increased uncertainty to the buyer. In a period of rising rates, the chances of an investment being called are reduced, so it can be a good time to take advantage of the higher yields.

- KCHA's portfolio of non-callable investments is \$24 million or 46% of the portfolio. This tranche of investments has a weighted average rate 1.06%, with individual investments therein yielding from 0.72% to 2.25%. The plan is to divest the portfolio of the lowest performers and reinvest the proceeds at higher rates. Using the investment with the 0.72% yield as an example, KCHA will receive interest proceeds of around \$7,800 between now and maturity in March 2018. If the investment is instead sold, a cash loss of around \$5,000 to \$6,000 would be incurred, but if invested in a 3-year callable instrument at a current rate of 1.7%, interest proceeds would instead be \$18,400 through March 2018 for a net increase in cash during the period of \$4,600 to \$5,600. It will be important to undertake this portion of the strategy slowly and judiciously as extending the duration of an investment subjects it to further interest rate risk.

Investing diligence will be a key in 2017 and staff will rely heavily on the advice of professional investment brokers to guide KCHA through the next 12-24 months.

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TO: Board of Commissioners

FROM: Tim Baker, Senior Management Analyst

DATE: February 14, 2017

RE: **Fourth Quarter CY 2016 Procurement Report**

In order to update the Board concerning KCHA's procurement activities, staff is presenting the attached Quarterly Procurement Report. This report covers all procurement activities from October through December 2016 that involved the award of contracts valued over the amount of \$100,000 and change orders that have cumulatively exceeded 10% of the original or not to exceed contract amount. Note that the recently updated KCHA procurement policy increases the threshold for public bidding from \$100 thousand to \$150 thousand; however, this report will continue to use the lower limit.

Awarded Contracts Over \$100,000:

The awarded contracts section of the report lists the issuing department, contract type, the company awarded the contract, the award and estimate/budgeted amounts, procurement process involved, the number of bids received and notes about the procurement.

In the fourth quarter, there were 4 contracts awarded and valued at more than \$100,000, representing 51% of the contracts executed in the quarter. The largest contract executed for construction work was for \$140,105 awarded to Lakeridge Paving for the Corinthian asphalt replacement project. The largest non-construction contract executed was for \$101,135 to Quantum Management for property management services at Abbey Ridge and Highland Village.

Contract Change Orders Exceeding 10%:

KCHA's internal procedures require heightened oversight and review once a contract has incurred change orders valued at more than 10% of the original contract amount. The change order (CO) section of the report includes the issuing department, contract type, company awarded the contract, the original amount awarded, as well as the number of change orders, the amounts of the total change orders to date expressed both in dollars and percentages above the original contract value, and notes about the procurement. Per the Board's request, this section was divided between change orders issued in response to unforeseen field conditions or

expanded project scopes, and change orders which were foreseen at the time the initial contract was let (primarily through contract extensions on multi-year contracts). The not-to-exceed total for the “foreseen” change order section is the projected total amount of the contract once all the foreseen change orders are completed.

There were 5 “field condition” change or “scope change” order on contracts whose total value had exceeded 10% of the initial contract amount. The largest one was \$80,000 that was issued to Reliable Moving for tenant relocations due to renovation work at Forest Glen and Spiritwood.

There was 1 anticipated change order involving the extension of the contract as allowed in the original contract. The change order was issued to Highline Schools for the Greenbridge early learning and engagement programs.

KING COUNTY HOUSING AUTHORITY
QUARTERLY PROCUREMENT REPORT
October-December 2016 (Fourth Quarter)

Awarded Contracts Over \$100,000

Issuing Department	Contract type	Contract Awarded to	Estimate/Budget Amount	Initial Contract Amount	NTE with extensions	Procurement Process	# of bids	Notes
Asset Management	property management services	Quantum Management	\$120,000	\$101,135	\$101,135	RFP	4	One year contract with month-to-month renewals thereafter
Asset Management	Vantage Glen retaining wall	Turnstone Const	\$196,432	\$129,950	\$129,950	sealed bid	3	New contractor for KCHA
Asset Management	Corinthian asphalt replacement	Lakeridge Paving	\$148,183	\$140,105	\$140,105	sealed bid	4	Contractor has performed many successful projects for KCHA
Capital Const/WX	Hillsview apartments roof replacement	Axis Roof and Gutter	\$202,132	\$138,533	\$138,533	sealed bid	1	New contractor for KCHA
Totals			\$666,747	\$509,723	\$509,723			

Contracts exceeding 10% cumulative change order-Condition Changes

Issuing Department	Contract type	Contract awarded to	Initial Contract Amount/NTE*	Change Order Amount & No. This Quarter	Total Contract Value to Date	% Change from Original	Notes (Current Quarter Change Orders)
Asset Management	Corinthian electrical upgrades	Brink Electric	\$79,000	\$18,743 (3)	\$122,421	55%	City of Seatac requiring electrical upgrades due to city electric codes
Asset Management	Corinthian cabinet replacement	iBuild, Inc.	\$189,313	\$8,038 (2)	\$350,076	85%	increased cabinet size for 12 units
Housing Management	Vantage Point furnishings	Bristol Design Group	\$91,573	\$12,404 (1)	\$103,977	14%	sales tax needed to be paid for this project
Housing Management-Maint	landscaping at various sites	Brightview	\$146,492	\$40,095 (1)	\$186,587	27%	added Northridge to the contract to free up staff time to provide additional resources to other northend sites
Resident Services	moving services	Reliable Moving	\$550,000	\$80,000 (3)	\$630,000	15%	Forest Glen relocation costs higher than projected & the Spiritwood relocation was added to the contract
Totals			\$1,056,378		\$1,393,061		

Contracts with contract extensions or other foreseen change orders

Issuing Department	Contract type	Contract awarded to	NTE*	Change Order Amount & No. This Quarter	Current Contract Value	% of NTE*	Notes (Current Quarter Change Orders)
Resident Services	Greenbridge early learning & engagement	Highline Schools	\$308,000	\$183,500 (2)	\$308,000	100%	final extension through August 2017
Totals			\$308,000		\$308,000		

*NTE = Not To Exceed

T A B N U M B E R

8



TO: Board of Commissioners
FROM: Linda Riley, Controller *LR*
DATE: January 20, 2017
RE: 4th Quarter 2016 Summary Write-Offs

For the 4th quarter of 2016, 33 accounts were written off with a total balance of \$38,819.29, compared to \$5,492.73 in the same period last year. Out of the 33 accounts, one large account totaling \$16,468.89 accounted for 42% of the total write-offs. Housing Management staff is making a concerted effort to review and write-off accounts that are not collectible. We continue to expect to see a higher rate of write-offs in the coming months as the accounts are reviewed. A breakdown for accounts written off is listed below.

The net collections remitted from our collection agency are \$1,996.72 or approximately \$868 greater than this period last year.

	Total WRITE-OFFS	YTD WRITE-OFFS
Rent Balance Forward to Vacate Month	\$ 20,114.56	\$ 38,697.13
Retro Rent Write-offs	\$ -	\$ 3,673.83
<u>VACATE CHARGES:</u>		
Rent Delinquent in Vacate Month	5,834.78	17,894.07
Cleaning & Damages	17,319.66	72,702.31
Paper Service & Court Costs	4,112.90	8,757.57
Miscellaneous Charges	2,077.28	9,966.38
Total Charges	29,344.62	109,320.33
Total All Charges	49,459.18	151,691.29
<u>CREDITS:</u>		
Security Deposits	(4,697.00)	(13,399.52)
Miscellaneous Payments & Credits	(5,942.89)	(12,666.97)
Total Credits	(10,639.89)	(26,066.49)
Total Net Write-offs	\$ 38,819.29	\$ 125,624.80
<u>Net Write-offs by Portfolio</u>		
KCHA	17,913.73	54,716.70
Green River	1,866.13	4,523.39
Green River II	-	1,188.93
Egis	808.68	27,160.86
Soosette Creek	1,761.86	17,976.24
Zephyr	-	801.45
Fairwind	16,468.89	18,388.89
Vantage Point	-	747.70
Spiritwood Manor	-	120.64
	\$ 38,819.29	\$ 125,624.80

**Write-off and Collection Summary
2014 - 2016**

NET WRITE-OFFS			
	2016	2015	2014
January to March	23,434.99	15,702.57	40,825.34
April to June	23,594.38	6,936.09	23,983.44
July to September	39,776.14	13,136.18	19,120.45
October to December	38,819.29	5,492.73	19,003.22
TOTAL	125,624.80	41,267.57	102,932.45

NET COLLECTIONS			
	2016	2015	2014
January to March	6,130.40	2,141.47	1,175.65
April to June	4,798.56	1,709.91	2,013.79
July to September	2,098.53	490.48	966.30
October to December	1,996.72	1128.87	1441.03
TOTAL	15,024.21	5,470.73	5,596.77










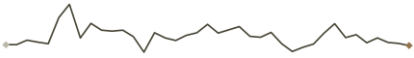

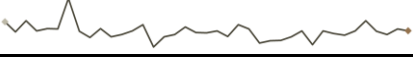
****Detail by tenant is available by request.

T A B N U M B E R

9

King County Housing Authority Executive Dashboard

4th Quarter Dashboard: October 1 - December 31, 2016

	actuals oct '13 - dec '16	Dec-16	target	3-yr avg	3-yr high	3-yr low
Finance						
LGIP Rate ¹		0.47%	0.18%	0.22%	0.49%	0.09%
Non-LGIP Investment Rate		1.12%	0.65%	0.97%	1.12%	0.72%
Revenue to Budget (Budgeted \$258,930,791)		109%	100%	102%	109%	96%
Expenditures to Budget (Budgeted \$216,482,626)		100%	100%	98%	100%	97%
Property Management						
Public Housing Occupancy Rate (3,666 units) ²		99.1%	98.0%	98.8%	99.3%	97.9%
Local Program Occupancy Rate (5,542 units)		98.7%	96.5%	98.6%	100.0%	97.8%
KCHA Units Owned ³		9,590	9,590	9,168	9,590	8,882
Section 8 Operations						
Utilization Rate ⁴ (Vouchers Leased: 9,524)		102%	102%	102%	105%	99.6%
Households Paying >40% Income to Rent (n = 2,455)		21%	<25%	21%	24%	19%
Exit Data						
Positive Exits		22%	>25%	31%	64%	15%
Negative Exits		35%	<20%	21%	39%	12%
Total Monthly Exits		55	-	54	113	26

 Denotes indicators of interest.

¹ Washington State no longer publishes target LGIP rates as of 4/1/2016. KCHA budget rate of 0.18% is used in its place.

² Excludes some units in portfolio where turnover is not tracked monthly.

³ Projected total units by 12/31/16.

⁴ Adjusted for 12-month incremental lease-up of new vouchers.

T A B N U M B E R

10

KCHA IN THE NEWS

Kent, WA
(King Co.)
Kent Reporter
(Cir. W. 27,650)

DEC 09 2016

Tenants seek 2071 protection from evictions

BY STEVE HUNTER

shunter@kentreporter.com

A group of tenants continue to push the Kent City Council to adopt what's known as a just cause ordinance to evict renters.

"It (just cause) requires landlords to give a reason or justification to leave but still make it easy to evict if someone breaks rules of the agreement," said Helena Benedict, Tenants Union of Washington state community organizer, in an interview. "But it makes it illegal if they arbitrarily don't want to rent to anyone. We see this as big problem to terminate without justification for evictions that are retaliatory, involve discrimination, a large family or someone who made lots of repair requests."

Landlords in Kent can give a 20-day notice to a tenant on a month-to-month lease to move out with no reason needed to end the tenancy.

The Tenants Union has been working for months with residents and city officials to try to get the council to adopt a just cause ordinance.

"It establishes regulations and clearly outlines reasons tenants can't be evicted," said Merina Hanson, city housing and human services director, in a Nov. 29 report to the council that focused mainly on potential adoption of an ordinance to help protect low-income tenants who pay part of their rent with Section 8 vouchers.

One tenant told the Kent Reporter that her rental lease includes a clause that a renter can't say anything

negative against ownership or management and its left up to management what is negative. If a renter says something negative, they could be evicted.

"I refused to sign something that says I must give up my rights and laws that give me of freedom of speech," the tenant said. "It's in our lease and tells us what we can and can't talk about - it's totally illegal."

Benedict said landlords use a clause against criticism as an intimidation factor.

The city of Seattle is the only city in the state that has a just cause ordinance. Several California cities have the ordinance which lists specific reasons tenants can be evicted.

Forty-six percent of Kent residents are renters, Benedict said, so she added it makes sense to offer more protection to renters. The vacancy rate is just 1.8 percent in Kent, which can cause landlords to be more selective in who they rent to.

"Philosophically we see this as a power balance between renters and owners," Benedict said.

Council members Brenda Fincher and Tina Budell have indicated possible support of a Just Cause ordinance, according to tenants who have talked to the council. The other five members want more information or have not shown support for the proposal.

The council's Economic and Community Development Committee is scheduled on Jan. 9 to consider an ordinance to protect tenants with Section 8 vouchers.

DEC 09 2016

Allen's P.C.B. Est. 1888

Council considers law to protect ²⁰⁷¹low-income tenants

BY STEVE HUNTER

shunter@kentreporter.com

The Kent City Council agreed it wants to adopt an ordinance to help protect low-income tenants who pay part of their rent with Section 8 vouchers or other government assistance.

The council discussed for about 90 minutes at a workshop Nov. 29 what steps it could take to prevent landlords from using source of income to discriminate against tenants by refusing to rent to them or evict-

INSIDE: Tenants want just cause ordinance to evict renters, **page 5**

ing them. The specifics of the ordinance have yet to be determined.

"I want Section 8 protection but I don't want that to be the only source," Councilwoman Tina Budell said. "We have veterans who are disabled and receiving SSI (Supplemental Security Income). They are receiving their medical retirement

[more TENANTS page 5]

[TENANTS from page 1]

because they can't work. They shouldn't be thrown out on the streets either.

"We have a community of developmentally disabled adults trying to work in the community who still get SSI. They shouldn't be denied housing either. ... There needs to be some protection that they at least have safe housing instead of going motel to motel or living in a car."

A dispute last month in Renton between renters who receive Section 8 vouchers and landlords who wanted to evict those tenants, led the Renton City Council to adopt an emergency ordinance that prohibits landlords from discriminating against tenants or potential tenants based on their participation in the Section 8 housing program. The U.S. Department of Housing and Urban Development funds and administers the program.

Although managers of a few apartment complexes in Kent have looked at getting rid of tenants who pay with Section 8 vouchers, the city didn't face the same emergency issue as Renton where nearly 70 families faced eviction notices.

Councilman Dennis Higgins said he would like to see action by the Legislature. He also wanted more information about the laws in place to protect tenants in Seattle and Vancouver.

City staff plans to return with more specifics for a potential ordinance to the council's Economic and Community Development Committee on Jan. 9 and possibly to the full seven-member council later in January.

The council agreed it needed to do something before waiting for state

legislators to take action.

"When I first heard about the subject matter this evening I was really concerned about rent control and I'm not interested in that at all," Councilman Les Thomas said. "But on the other hand I believe strongly in this no income discrimination. ... We can't just wait on the state. We need to try to solve our local problems with us."

Merina Hanson, city housing and human services director, told the council at the start of its workshop about potential steps it could take to protect lower income individuals and families.

"There is no mystery that rents are rising," Hanson said. "And I do want to be clear because there does seem to be a little bit of confusion out there - none of the protections you guys are considering actually do anything to prevent rent from going up. It's illegal in the state of Washington to have rent control. What these protections do provide is more of a fairness for those who are seeking housing and to remain stably housed."

"It's more an issue of ensuring that everybody is treated fairly than it is about rent control."

Stephen Norman, executive director of the King County Housing Authority that oversees Section 8 vouchers, told the council that Kent has 1,627 tenants who receive the vouchers based on income. More than 20,000 vouchers are used throughout the county.

When rents go up, the subsidies also go up each year, he said.

"A lot of Kent is in a tier-two market (rental rates) and our subsidy on a two-bedroom unit can go up to \$1,240 and we will

adjust that in 2017 to about \$1,460," Norman said.

Kent residents in the program include 493 people who are disabled and 369 senior citizens. The vouchers also cover more than 2,000 children and their families.

"The program is intended to provide a safety net for people who otherwise would be out on the street," Norman said.

It's a long waiting list, however, to get the vouchers. The national funding is only enough to cover about one out of five eligible households.

Nearly 22,000 county households applied two years ago for vouchers. Officials used a lottery to select 2,500 on a wait list but only about 300 to 400 vouchers are turned in each

year when people leave the program.

With the high demand for apartments in a strong economy, landlords haven't had any trouble filling up units so some have looked to go away from people who receive government assistance, in part because they no longer would be subject to apartment inspections as part of the Section 8 program, Norman said.

"There is a level of stigma against Section 8 voucher holders," Norman said.

"There is a prejudice out there that associates Section 8 with poverty and crime. But when you dig down into it we're not seeing anything to back that. But when landlords look to re-rent properties in this market that's one thing they look at."

2071

Council passes anti-discrimination law to protect renters

BY STEVE HUNTER

shunter@kentreporter.com

Landlords won't be able to discriminate against people who use government subsidies to pay

rent under a new law passed by the Kent City Council.

The council approved the measure on Tuesday night as part of its consent agenda, which means it didn't discuss the issue any

further. The council had a lengthy discussion about the proposed ordinance at a November workshop. The council's Economic and Community Development Committee on Jan. 9 voted 3-0 to recommend

the full seven-member council adopt the new law.

"This is a good first step for the city, we will monitor it if it needs to be tweaked," Council President Bill Boyce said at the committee

meeting where members Dana Ralph and Tina Budell also voted for the measure. "We are not in the landlord business but we want

[more LAW page 4]

[4] Friday, January 20, 2017

[LAW from page 1]

to make sure the tenant is treated fairly."

Kent city officials began to look at the issue in early fall and considered taking steps even sooner after a dispute in November in Renton between renters who receive Section 8 vouchers and landlords who wanted to evict those tenants. That debate led the Renton City Council to adopt an emergency ordinance that prohibits landlords from discriminating against tenants or potential tenants based on

their participation in the Section 8 housing program.

Under the Kent law, which becomes effective 30 days after the council passed it, tenants who receive any kind of government subsidy are protected.

"Property owners, property managers, landlords and their agents who rent or lease dwelling units may not refuse to rent or lease a dwelling unit to any tenant or prospective tenant or otherwise discriminate or



Boyce

retaliate against that person solely on the basis that the person proposes to pay a portion of the rent from a source of (government subsidy) income," according to city documents.

The sources of income include Section 8 vouchers (run by the U.S. Department of Housing and Urban Development), Social Security income, veteran housing subsidies as well as housing assistance for people with disabilities.

www.kentreporter.com

"We heard from tenants about managers who would not accept Section 8 vouchers," said Merina Hanson, city housing and human services manager, to the committee. "The decisions were arbitrary, it was not that they weren't good tenants. The danger is folks not being treated equally."

City staff looked at other cities, including Vancouver and Renton, with fair housing laws to come up with an ordinance.

"It's not a form of rent control," Hanson said. "It helps ensure equal access."

Landlords who violate the policy could face a civil fine of \$500 by the city. The landlord can appeal the fine to the city's economic and community development director and then to the city hearing examiner.

In addition to the source of income discrimination law, a group of Kent tenants continues to push the council to adopt what's known as a just cause ordinance to evict renters. That proposal would require landlords to give a reason or justification for tenants to leave but still make it easy to evict if someone breaks rules of the

agreement.

So far, the council hasn't taken any action to adopt a just cause ordinance, which aims to stop evictions that are retaliatory, involve discrimination, a large family or someone who made lots of repair requests, according to the Tenants Union of Washington State. Seattle is the only city in the state with a just cause measure. Landlords in Kent can give a 20-day notice to a tenant on a month-to-month lease to move out with no reason needed to end the tenancy.



SOCIAL JUSTICE

WEDNESDAY 8, FEBRUARY 2017

Amid soaring rents, low-income residents win protection

by Aileen Imperial

This story originally appeared on KCTS9.org (<http://kcts9.org/programs/in-close/soaring-rents-squeeze-section-8-tenants>).

On August 11, 2016, Toya Thomas came home to find a note pinned to her apartment door stating that her lease was being terminated. It was from Calibrate Property Management Company, which had recently taken ownership of the Renton Woods apartment complex. Thomas is a single mother with three children, including a 25-year-old son with special needs.

She was given 60 days to vacate the apartment.

"I called the office and I asked them what was this about," says Thomas. "Was there something I'd done? And they were like, 'No, it's just because you're on Section 8.'"

Section 8 is a federal housing voucher program for low-income individuals and families. Thomas was one of 23 Section 8 participants at the Renton Woods Apartments given the termination-of-lease notice. In the neighboring Grammercy Apartments, 42 Section 8 tenants were also told they had to vacate by the end of their lease.

Within the span of two months, four apartment complexes in the Renton area decided to withdraw their participation in the Section 8 program, resulting in more than 70 low-income households scrambling to find alternative housing.

The decision kicked off a months-long fight to win protections for low-income renters in a community that has, until recently, been somewhat sheltered from the Seattle area's red hot real estate market.

When the termination-of-lease notices were sent out last summer, Renton's landlord-tenant regulations did not include protections for Section 8 tenants. Accepting Section 8 vouchers was voluntary, unlike in Seattle, which has codified "source-of-income" protections preventing landlords from denying tenancy based on Section 8 status.

Section 8, also known as the Housing Voucher Program (https://portal.hud.gov/hudportal/HUD?src=/topics/housing_choice_voucher_program_section_8), is a federal program funded by the U.S. Department of Housing and Urban Development, available to those who make 50 percent or less of the average median income for their area. A renter pays up to 30 percent of their income (or 40 percent, including utilities) toward their rent, with the voucher covering the remainder.

The Renton Housing Authority currently has a wait list of 1,750 people for the 415 vouchers it has under its jurisdiction, pulling about 30 to 40 people each year from the wait list. Due to the high demand and limited number of vouchers, many people remain on the waitlist for their lifetime, according to Stephen Gray, program coordinator of the Housing Choice Voucher program at the Renton Housing Authority.

"The waitlist may outlive some folks," Gray says.



"The stereotypes that come with people that are on Section 8, that we're bad people, are not true," says LaVette Bryant, pictured here with her son.

For LaVette Bryant, a single mother who is employed full-time as a manager at a local Pizza Hut, the housing voucher allowed her to afford the rent at Renton's Grammercy Apartments. Bryant feels the actions of the property management companies were discriminatory in nature.

“The stereotypes that come with people that are on Section 8, that we’re bad people, are not true,” Bryant says. “They don’t understand: One minute, you have a home and the next minute they’re telling you to leave – not because you don’t have enough money, not because you’re being a nuisance or tearing up the property, it’s because you’re on Section 8, and that’s wrong.”

Once Section 8 tenants at Renton Woods and Grammercy learned that they were the only residents of the apartments singled out and given notices, they began to organize with the help of several nonprofit tenants’ rights and legal advocacy groups. The Tenants Union of Washington and Washington Low Income Housing Institute contacted impacted tenants and attempted to negotiate with the property owners.

Hana Aličić of the Tenants Union of Washington explains: “Our first efforts were to just try and sit down with the management companies so we could try to negotiate for more time for tenants to find housing.”

When the property management companies at Renton Woods and Grammercy declined to meet with the Tenants Union, the advocacy groups contacted the media and sought legal representation for the tenants via the Northwest Justice Project.

Attorney Scott Crain of the Northwest Justice Project found that the action of the property managers violated federal housing law. “Federal housing law prohibits landlords from taking actions that have what we call a discriminatory effect,” Crain notes: “If the people that are harmed are disproportionately minorities, women, people with disabilities, that can ... be illegal.”

Of the people who received Section 8 non-lease renewals in Renton, over 90 percent were African-American single mothers. Aličić emphasizes that a history of discriminatory housing policies can account for the overrepresentation of African Americans and minority groups among the Section 8 population.

There have been conflicting explanations for the decisions to terminate the leases of Section 8 tenants.

Representatives for the Renton Woods and Grammercy Apartments property management companies declined requests for interviews. Fairfield Residential, the property management company which oversees the Grammercy Apartments, released a statement on Nov. 4 stating that efforts to renovate interior portions of their building required units to be vacated, leading to the decision to not renew leases of Section 8 tenants.

Several parties noted a financial incentive for property management companies to opt out of the Section 8 program, as it would have allowed property managers to raise rents at faster rates, a ripple effect of rising housing prices in the Seattle area. Several tenants, including Bryant, feel there was a discriminatory motive.

To counter the economic arguments, Dr. Lynne Manzo of the University of Washington states: “We have to counter-balance that financial reality, that economic reality, with an equally political but broader social-goals issue of *what kind of society do we want to be?* What are our obligations as a society towards a public good?”



*“I called the office and I asked them what was this about,” says Thomas.
“Was there something I’d done? And they were like ‘No, it’s just because you’re on Section 8.’” says Toya Thomas.*

Attorney Crain wrote a letter on behalf of the Section 8 tenants to both property management companies stating that they were potentially in violation of federal housing law because their actions could be argued as having a discriminatory effect, and that litigation could ensue. In the wake of culminating media attention, on Nov. 4, the property managers from the Renton Woods and Grammercy apartments rescinded their lease terminations.

On Nov. 7, the Renton City Council passed an emergency ordinance, enacting source-of-income protections, making it illegal for landlords to refuse tenancy based on Section 8 income. The ordinance is temporary and is slated to expire in August, 2017.

According to Toya Thomas, the stress caused by the ordeal has been hard for her children to bear, and the efforts to salvage the situation haven’t erased the sting of being singled out.

“Even though I have the option to stay, I’m choosing to leave,” says Thomas. “I lost a part of my dignity – even though it was given back. We’re single mothers and we’re trying the best we can to raise our children.”

Around the Northwest

King County \$5.4M HUD grant for homeless youth

King County will get a \$5.4 million federal grant to help fight youth homelessness in the region, part of a new initiative from the U.S. Department of Housing and Urban Development (HUD).

King County was one of 10 localities selected, out of 130 applications, to receive a grant under HUD's new

Youth Homelessness Demonstration Program. The county can begin requesting money as soon as projects — including rapid rehousing and transitional housing — are ready to launch.

King County's grant was the second largest of the 10 localities that were selected.

"If we don't address the reality of homeless children, of marginalized children, we can't succeed as a community," Megan Hyla, policy director for the King County Housing Authority, said in a prepared statement. "In too many ways we are failing them."

The county's application included proposals to partner with local nonprofits in the effort.

Seattle Public Schools reported nearly 3,000 students were homeless at some point during the 2014-15 school year. That number includes both unsheltered students and those who lived with friends or relatives.

U.S. Sen. Patty Murray, D-Wash., who announced the grant, praised the county for including in its application recommendations from kids who have been homeless themselves.

"King County and Seattle

have proven that their innovative, inclusive approach to addressing youth homelessness deserves nationwide recognition," Murray said.

Volunteers count 77 Vashon homeless during revamped county-wide effort

SARAH LOW

Tue Jan 31st, 2017 11:43am

For three, chilly pre-dawn hours last Friday morning, local volunteers combed the island in search of those without shelter as part of King County's annual tally of its homeless. This is the third year that Vashon has participated in the federally-mandated enumeration, and thanks to one specific change in methodology, the numbers suggest a more accurate — though certainly not complete — picture of the crisis here than they have previously.

"We counted 77 people on the island who were living outside last night," said Hilary Emmer, island activist and co-organizer of this year's counting effort. "That is double last year's count."

Islander Eden Bossom, who works with the King County Housing Authority and has participated in the annual event for nearly a decade, has coordinated the Vashon count since the island began participating in 2015. She explained why this year's number is less an indication of a dramatic increase, and more a reflection of better counting.

"As a rural community, things are done differently here than the city counts, but we did hire two 'guides' this year, according to the new guidelines," she said. "They were very familiar with where people were. We would not have seen many of these people without their help."

The "guides" that Bossom referred to, are part of a re-vamped methodology that King County's All Home, formerly the Committee to End Homelessness, and Applied Survey Research (ASR), a California-based company that works closely with the department of Housing and Urban Development, implemented after taking over the event from the Seattle/King County Coalition to End Homelessness (SKCCH) when it decided to devote its efforts to advocacy this past fall.

Embracing an "inside information" approach supported by ASR's previous success, organizers hired either currently or recently homeless guides to assist about 75 percent of the volunteer teams in locating people that needed to be counted. The guides were paid \$15/hour both for the count itself and for training, and will also be paid for administering surveys aimed at collecting qualitative data to be included with the numbers. Anyone that completes a survey will receive a \$5 gift card.

"Both of our guides are currently homeless, and both are native islanders, born and raised," Emmer said.

Formerly called the One Night Count, the event is now called Count Us In, appropriating the name of the former youth count, which until this year, was done separately. Also new this year was the expansion of the counted areas to include every census tract in King County — all in an attempt to obtain a more <http://www.vashonbeachcomber.com/news/volunteers-count-77-vashon-homeless-during-revamped-county-wide-effort/>

VASHON-MAURY ISLAND BEACHCOMBER

comprehensive picture of the homeless crisis, and better understand what is needed to address it in specific communities.

Emmer and Bossom, along with their crew of island volunteers (Kathleen Johnson, Dan Auer, Franny Allen, Kael Noah and Larry Hubbell) and two guides, traveled nearly every road on Vashon between 2 a.m. and 5 a.m. Jan. 27. They counted a total of 77 people sleeping on the street, in tents, buildings (not intended for living purposes, such as sheds), cars, recreational vehicles and vans. There was no one sheltered at the Lutheran or Methodist churches that night, according to Nancy Vanderpool of the Interfaith Council to prevent Homelessness.

“Even though we were able to find more people this year, this is still just a best-case scenario, a minimum,” Bossom noted. “We can’t count people who couch surf, and maybe there were people who were outside the night before, but found a place to sleep the night we counted. So we still have to assume this number is low.”

The data collected from Count Us In will be used by the county to help determine funding and services, as well as both long- and short-term plans to address the worsening homeless crisis. However, Emmer is not hopeful that Vashon will see anything significant resulting from its participation.

“We desperately need money and support here, but we don’t meet the demographics that the county typically gives money to,” she said, noting that the Vashon Social Services Network has invited SKCCH to a meeting this spring to find out how the data could be used to receive additional support.

Bossom offered a different perspective.

“Now that we have demonstrated a higher baseline of unsheltered people, maybe we could better fundraise for services,” she said, also noting that Vashon’s participation has paved the way for many of the rural areas that are only now being included in the count. “Hopefully, Vashon’s methodology may be used by some of these areas that are new to the process.”

Those involved say the event is timely, given the current discussions surrounding the town plan and efforts to create more affordable housing on the island.

“It’s a crime that we have lost so much rental housing that is affordable here,” Emmer said, adding that she knows of a number of people who work on the island but have had to move to Port Orchard for that very reason. “We have people working two jobs who can’t afford to live here. A lot of these people are not the stereotypes (of the homeless). These are families that are working hard. People don’t realize what it’s like to earn minimum wage working full time, and what you can and can’t afford.”

<http://www.vashonbeachcomber.com/news/volunteers-count-77-vashon-homeless-during-revamped-county-wide-effort/>

County executive Dow Constantine addresses Snoqualmie Valley Chamber on growth, goals and regional values

CAROL LADWIG ([HTTP://WWW.VALLEYRECORD.COM/AUTHOR/CAROL-LADWIG/](http://www.valleyrecord.com/author/carol-ladwig/)) • Tue Jan 31st, 2017

12:31pm • [NEWS \(HTTP://WWW.VALLEYRECORD.COM/NEWS/\)](http://www.valleyrecord.com/news/)



King County Executive Dow Constantine was the guest speaker at the Snoqualmie Valley Chamber of Commerce luncheon, Jan. 25. During his presentation, he discussed his goals for the Snoqualmie Valley as well as the region. Carol Ladwig/Staff Photo

King County Executive Dow Constantine may have been joking moments before he stood up to speak at the Snoqualmie Valley Chamber of Commerce luncheon last Wednesday, Feb. 25, but his tone changed dramatically when he shared his goals for the growth and direction of our region.

“We are the ones who are going to determine our future, and no one else,” Constantine assured the audience of about 100 people.

That future, he said, would reflect the area’s values, including opportunity for everyone willing to work hard to succeed, reverence and protection for the region’s natural beauty, trade and international relations, “upstream

solutions” that address the causes of social problems, respect and care for local senior and veteran populations, and support for a vibrant cultural community.

Getting there might be an ambitious goal, he acknowledged, in light of the new presidential administration.

“As a region we of course are impacted by the decisions of a president,” he said. “When the president protects our environment, our region’s environment benefits. When the president denies climate change and opens up the oil spigots, we suffer in a number of different ways When a president advocates trade and stronger international ties, this region does better. When a president launches a trade war, our region, which is both a trading hub and the source of some of America’s finest exports, suffers.

“We are impacted by what a president does, any president. But we don’t have to do what a president says. We have our own mind, and we have the ability to go our own way, in many ways. We cannot allow what is happening in the other Washington, or elsewhere, to block the things that we need to do for our region to be successful.”

Among the things that will make this region successful, he said, are its people, its world-class businesses, and its natural resources. He noted that the county, with partners began work on a vision “to finish the job of conserving the region’s highest-value open spaces, the farms, the forests that really define this region.”

These natural places are really important to our sense of who we are... they give our communities a competitive edge over others, to attract and retain employees, to give us a home worthy of our children.”

Constantine then discussed the area’s growth. The region is growing by about 300 people per day, he said, and so are the needs for housing, infrastructure, and protection for our valued natural assets.

“Growth brings the prosperity that gives us the means to protect and enhance and restore the things we care about,” he said, thumping the podium with each word. “We just have to be smart about how we plan for it.”

One example of smarter planning is alternative transportation services, such as the county's partnership with Snoqualmie Valley Transportation. Another was the county's work to provide nearly 2,000 units of affordable housing, by loaning its credit rating to the King County Housing Authority.

Housing will be an important focus in the coming year, Constantine said, noting that the county last year received a \$34 million grant from the federal Department of Housing and Urban Development, to help get people out of homelessness.

However, he said government subsidies are not the solution to the area's housing struggle. Referring to the \$34 million from HUD, he said, "You know how many that will get out of homelessness? A hundred and sixty-four.... It's expensive once people fall all the way down."

Instead, he advocated for public-private partnerships and "upstream solutions" such as the county's new Best Starts for Kids program, funded by a voter-approved levy, to prevent problems before they start.

Constantine also advocated strongly for supporting veterans services and senior citizens and stated that the county was in the process of asking voters to renew the Veterans and Human Services levy.

The executive's review of his plans was bookended by references to President Trump's turbulent first days in office, a commitment to regional values, and confidence that "we are on the right track."



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Health worker helps out Kent's Russian residents

Thu Feb 9th, 2017 11:35am · [LIFE \(HTTP://WWW.KENTREPORTER.COM/LIFE/\)](http://www.kentreporter.com/life/)



Russian residents at Kent's Southwood Square Apartments listen to a public health worker who speaks Russian. Courtesy Photo/Public Health – Seattle & King County

On a recent Monday afternoon at the community room at Southwood Square Apartments in Kent, Natalie Kotar brings out her whiteboard and begins a conversation about healthy drinks – all in Russian. Here, she's known as Natasha, an affectionate nickname in Russian for Natalie.

Public Health – Seattle & King County recently posted this story on its Public

Health Insider blog about a health worker who speaks Russian helped out Kent residents.

The seniors living here have met in the community room, a few feet from the residents' apartments for a round of chair exercise followed by an interactive discussion led by Natasha. She is one of several bilingual community health workers who are bringing prevention work directly to apartment complexes where people live.

While the health workers are hired by Mercy Housing NW, Neighborcare or Global to Local, they are based at public and affordable housing properties across Seattle and South King County. The model helps to break down some of the many barriers that low-income and immigrant communities face in accessing

preventive health services such as difficulties with transportation, complexities of navigating the health system and customized health information in their own language.

Natasha is a shining example of a community health worker. It's clear that she has built trusting relationships through the affection she shows to the residents. One way she does this is by honoring their time. As she says, "just because they're seniors does not mean they don't have schedules."

She goes the extra mile to find out information that will be relevant to the specific health needs of the residents here, such as talking with other health professionals about the recommended amount of water seniors should drink to help them stay hydrated.

The programs are part of a regional health innovation project of the King County Accountable Community of Health to prevent chronic disease in low-income and immigrant communities while working to simultaneously turn the curve on health care costs. The project expands on data work by Public Health and the housing authorities to integrate affordable housing and Medicaid data to see how these programs can make a difference.

Nutrition information, access to health screenings and exercise classes seem to be making a difference. One gentleman shared that on a recent trip to visit family back in the Ukraine, he was very proud that for the first time, he could easily scale the several flights of stairs needed to reach his relative's apartment.

How the model may bolster well-being

Comments from some of the men and women at the session point to how this model may be successful, in part, by breaking down social isolation.

"We were stuck in our apartments. I wasn't sleeping well. Once I started coming to the group classes, life got more cheery and now I feel better – physically and emotionally."

Social scientists have drawn the connection between social relationships and the impact on mental health, health behavior, physical health and even mortality. Social support can even reduce the impact of stress or foster a sense of meaning and purpose in life. Even one reliable source of social support can act as a buffer to stress.

“What is most important is that we know we have someone who cares for us. We are learning how to move, what to eat, what to drink. But we get to socialize at the same time. This gives us energy and strength to do something in a social setting.”

For others, having a companion to be active with may further facilitate a healthy lifestyle.

“Strolling is part of our culture. Now I can look around and find someone to walk around the area with.”

As the session with Natasha nears its end, the group breaks into laughter as Natasha holds up a plastic water bottle. (Natasha later explains they were joking about finding the sweet spot of how much water to drink to stay hydrated and healthy while not having to be “running” (to the bathroom) all the time. The laughter, connection and relevant health information may be just a few of the keys to this model.

More about the project

The Community Health worker initiative is led by Global to Local, Mercy Housing Northwest and Neighborcare, in partnership with King County and Seattle Housing Authorities and Public Health–Seattle & King County.

The program is funded by the Pacific Hospital PDA, Enterprise Community Partners, Communities of Opportunity and the Washington Health Care Authority. The project also incorporates data integration that builds on several years of work

by Public Health – Seattle & King County, Seattle Housing Authority and King County Housing Authority, to connect Public Housing Authority and Affordable housing data to Medicaid data.



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YMCA hires teen program director for Kent

Thu Jan 19th, 2017 11:16am

LIFE ([HTTP://WWW.KENTREPORTER.COM/LIFE/](http://www.kentreporter.com/life/))



Even before it has a facility in Kent, the YMCA has hired a teen program director to begin to provide programs for community youth.

Director Thomas White and six part-time staff will work with the King County Housing Authority, Communities in Schools and Kent Youth & Family Services to provide programs that focus on middle and high school students who don't have many options available to them, according to YMCA officials.

In the coming months, after-school enrichment and leadership programs will be expanded at Cascade, Valli Key, and the Birch Creek Youth Center for Kent youth. These programs will provide homework help, career exploration, cooking classes, leadership opportunities and more.

The YMCA plans to build a \$25 million, two-story building on the East Hill near Southeast 248th Street and 104th Avenue Southeast in the middle of Morrill Meadows Park. The city will provide the land for the 60,000-square-foot facility that will include a gym, pool, exercise and meeting rooms.

While the YMCA will raise \$12.5 million for the project, the local community must raise the other \$12.5 million. The Morford family and the King County Council have donated \$1 million each toward the community share.

Depending on how fast funds are raised, the YMCA could be built within the next two to four years. Construction on the first phase could start later this year.

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Open house for veterans housing Dec. 8

FROM STAFF REPORTS

2571

Join Multi-Service Center for the grand opening of the new William J. Wood Veterans House. Tour the facility, enjoy refreshments and take the opportunity to support this project. Official ribbon cutting by the Federal Way Chamber of Commerce will be at 4:30 p.m. on Dec. 8.

Parking on-site is not

available. Park at Federal Way's Sacajawea Park, by Sacajawea Middle School. Shuttle service between the park and building site will be provided from 2:45 until 5:30 p.m. Return shuttle service will be available until 6 p.m. Shuttle provided by Emerald Downs.

The William J. Wood Veterans House is possible due to the funding of the Washington Department of Commerce Housing Trust Fund, King County Veterans and Human Services levy administered by the King County Housing and

Community Development, King County Housing Authority, Federal Home Loan Bank, Umpqua Bank as the sponsor, the National Equity Fund, LISC-NEF Bring Them Homes Initiative with MetLife Foundation, the Home Depot Foundation, Impact Capital, Washington Federal Bank, tax credits through the Washington Housing Finance Commission, and the resources of Multi-Service Center and Shelter Resources.

The open house will run from 3-6 p.m. on Dec. 8.