

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

**Monday, June 19, 2017**

**I. CALL TO ORDER**

The special meeting of the Board of Commissioners of the King County Housing Authority was held on Monday, June 19, 2017 at Hidden Village in the Boys & Girls Club Conference Room, 14508 S.E. 24<sup>th</sup> Street, Bellevue. There being a quorum, the meeting was called to order by Chair Doug Barnes at 8:30 a.m.

**II. ROLL CALL**

**Present:** Commissioner Doug Barnes (Chair), Commissioner Susan Palmer, Commissioner TerryLynn Stewart, and Commissioner John Welch

**Excused:** Commissioner Michael Brown (Vice-Chair)

**III. WELCOME TO HIDDEN VILLAGE**

Mayra Jacobs, Southwest Regional Manager, welcomed the Board to Hidden Village and introduced Dina Alfather, Southwest Area Senior Property Manager. Ms. Jacobs provided background information along with an overview of the property.

Stephen Norman, Executive Director, acknowledged Kathy Haggart, President/CEO of Bellevue Boys and Girls Club, thanked her for the longstanding partnership with KCHA and commended her on making a difference in the community.

Ted Dezember, Senior Resident Services Manager for Educational Initiatives, gave an update on the academic programs and their success in collaboration with the Bellevue Boys & Girls Club.

**IV. INTRODUCTION OF PRESIDENT/CEO- BELLEVUE BOYS & GIRLS CLUB**

Kathy Haggart, President/CEO of the Bellevue Boys & Girls (B&G) Club welcomed the group and provided a detail overview of afterschool programs provided. Ms. Haggart mentioned some of the challenges youth in the area had been experiencing prior to the opening of the B&G Club and shared success stories from a historical perspective. Ms. Haggart thanked the King County Housing Authority for their longstanding partnership and looks forward to its continuation.

**V. PUBLIC COMMENT**

None.

**VI. APPROVAL OF MINUTES**

Commissioner Palmer noted a minor correction should be made to Section III of the May 15, 2017 Minutes pertaining to the Election of Officers.

On motion by Commissioner Welch and seconded by Commissioner Palmer, the Board unanimously approved the minutes from the Board of Commissioners' annual meeting of May 15, 2017 as revised.

**VII. APPROVAL OF AGENDA**

On motion by Commissioner Stewart and seconded by Commissioner Palmer, the Board unanimously approved the June 19, 2017 Special Board of Commissioners' meeting agenda.

**VIII. CONSENT AGENDA**

A. Voucher Certification Reports for April 2017

**GENERAL PROPERTIES**

Bank Wires / ACH Withdrawals	4,657,915.69
<i>Subtotal</i>	<u><b>4,657,915.69</b></u>
Accounts Payable Vouchers	
Key Bank Checks #309037-#309516	4,640,643.06
Tenant Accounting Checks #10369- #10383	4,352.13
Commerce Bank Direct Payment	42,949.71
<i>Subtotal</i>	<u><b>4,687,944.90</b></u>
Payroll Vouchers	
Checks - #90435 - #90461	31,961.48
Direct Deposit	1,329,312.81
<i>Subtotal</i>	<u><b>1,361,274.29</b></u>
Section 8 Program Vouchers	
Checks - #617344-#617690	370,046.47
Refund Checks	38,456.68
ACH - #379532-#382355	11,354,610.27
<i>Subtotal</i>	<u><b>11,763,113.42</b></u>
Purchase Card / ACH Withdrawal	245,261.80
<i>Subtotal</i>	<u><b>245,261.80</b></u>
<b>GRAND TOTAL</b>	<b>22,715,510.10</b>

**BOND PROPERTIES**

Bond Properties Total (31 different properties) **\$6,609,676.61**

On motion by Commissioner Palmer and seconded by Commissioner Stewart, the Board unanimously approved the consent agenda.

## **IX. RESOLUTIONS FOR DISCUSSION AND POSSIBLE ACTION**

### **A. Resolution No. 5566: A change in the Salary Schedule for Represented Employees authorizing a 2.3% Cost of Living Adjustment (COLA) in Year One and 100% of the CPI-W in Year Two of the Collective Bargaining Agreement**

Connie Davis, Deputy Executive Director, presented Resolution No. 5566 and provided a brief overview of the process and negotiations that took place. Ms. Davis mentioned the Resolution allows for a 2.3% COLA for the maintenance employees represented by The Seattle-King County Building and Construction Trades Council, and is equal to the adjustment approved by the Board for non-represented employees in November 2016. Represented employees were also approved to receive a COLA for the second year of the contract equal to 100% of CPI-W as annualized based on January-June 2017.

Ms. Davis provided an updated version of Exhibit A and explained that a revision was made due to a minor calculation error.

On motion by Commissioner Palmer, seconded by Commissioner Welch, and abstention by Commissioner Stewart, the Board approved Resolution No. 5566 with the modification to Exhibit A.

## **X. BRIEFINGS & REPORTS**

### **A. New Bank Accounts**

Craig Violante, Director of Finance, reported that KCHA had opened five new bank accounts related to Wonderland Estates.

### **B. First Quarter 2017 Financial Statements**

Mr. Violante briefed the Board on the Financial Statements for the First Quarter in Calendar Year 2017.

## **XI. STUDY SESSION: KCHA MANAGED PROPERTY CONDITION REPORT**

Following a brief introduction by Mike Reilly, Senior Director of Housing Management, Bill Cook, Director of Property Management, gave an update on the physical condition of KCHA-managed properties. Mr. Cook presented detailed information on the progress KCHA has made over the past 20 years. Mr. Cook discussed Property Redevelopment and New Construction Projects as well as Unit Upgrades, Small Capital Projects and REAC Physical Condition Scores.

**XII. EXECUTIVE DIRECTOR'S REPORT**

Stephen Norman, Executive Director, announced that the July 2017 KCHA Board meeting will be cancelled. Mr. Norman mentioned that staff will be contacting Board members to find a date for a Board retreat.

Mr. Norman also provided an update on the legislative events in Washington DC, including the status of the THUD Appropriations bill for Federal Fiscal Year 2018.

Mr. Norman announced that staff has submitted an offer for the acquisition of Reunion at Redmond Ridge, located in Redmond, WA. Dan Watson, Deputy Executive Director, provided a handout with details of property and mentioned that if the offer is accepted, staff will return with more detailed information.

**XIII. NEIGHBORHOOD HOUSING STRATEGY**

Mr. Norman offered Board of Commissioners a self-guided tour of the nine properties sites located in Bellevue. Mr. Norman provided detailed information on the background of those properties and a map of the area, which showed the nearby locations.

**XIV. KCHA IN THE NEWS**

None.

**XV. COMMISSIONER COMMENTS**

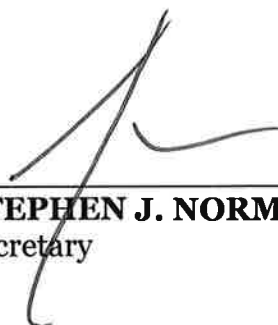
None.

**XVI. ADJOURNMENT**

On motion by Commissioner Stewart, seconded by Commissioner Palmer, the Board adjourned the meeting at 10:23 a.m.

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

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

  
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**STEPHEN J. NORMAN**  
Secretary