

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

Monday, December 17, 2018

I. CALL TO ORDER

The meeting of the King County Housing Authority Board of Commissioners was held on Monday, December 17, 2018 at 700 Andover Park West, Tukwila, WA 98188. 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 Michael Brown, Commissioner Susan Palmer, Commissioner TerryLynn Stewart, and Commissioner John Welch

Excused:

III. Public Comment

None.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes –November 19, 2018

On motion by Commissioner Susan Palmer and seconded by Commissioner John Welch, the Board unanimously approved the November 19, 2018 Board of Commissioners' Meeting Minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner John Welch and seconded by Commissioner Michael Brown, the Board unanimously approved the December 17, 2018 Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Reports for October 2018

On motion by Commissioner John Welch and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the consent agenda.

VII. RESOLUTIONS FOR DISCUSSION & POSSIBLE ACTION

A. **Resolution No. 5614** - Authorizing the Issuance of the Authority's Non-Revolving Line of Credit Revenue Note, 2019 (Riverstone Apartments) to Finance Acquisition of the Riverstone Apartments

Tim Walter, Senior Director of Development and Asset Management, provided an overview of the Resolution to formally authorize the short term financing of the Riverstone Apartments.

Questions of Commissioners' were answered by Tim Walter.

On motion by Commissioner Welch and seconded by Commissioner Stewart, the Board unanimously approved Resolution No. 5614.

B. **Resolution No. 5615** - Authorizing Higher Payment Standards for the Housing Choice Voucher Program

Andrew Calkins, Administrative Program Manager, and Jeb Best, Director of Housing Choice Vouchers, provided an overview from their market analysis to support their recommendation in favor of Authorizing Higher Payment Standards.

We will be reviewing this twice a year, again in June 2019.

Questions of Commissioners' were answered by staff.

On motion by Commissioner Welch and seconded by Commissioner Brown, the Board unanimously approved Resolution No. 5615.

C. **Resolution No. 5616** - Authorizing Approval of the Comprehensive Operating and Capital Budgets for Calendar Year beginning January 1, 2019

Craig Violante, Director of Finance, presented the Operating and Capital Budgets for 2019 including the history of growth as well as what is being done to respond to increases that are needed for core programs.

Rebecca Stapleton, Administrative Program Manager, gave an overview of the housing programs and what they have been doing to implement strategies to help certain populations.

Jeb Best added details regarding voucher utilization and how we are working with partners and service providers to strengthen support.

Questions of Commissioners' were answered by staff.

On motion by Commissioner Palmer and seconded by Commissioner Stewart, the Board unanimously approved Resolution No. 5616.

D. Resolution No. 5617 – Renewal of the Executive Director’s Contract for three years, starting January 1, 2019.

On motion by Commissioner Palmer and seconded by Commissioner Brown, the Board unanimously approved Resolution No. 5617.

VIII. BRIEFINGS AND REPORTS

A. Risk Management Update

Mark Abernathy, Risk Manager, gave a presentation regarding the work of our risk management team and our Insurance Programs. Since 2013, our insurance rates have remained relatively stable and consistent.

B. New Bank Accounts

This agenda item postponed to a future meeting.

C. Third Quarter Executive Dashboard

This agenda item postponed to a future meeting.

IX. EXECUTIVE DIRECTOR’S REPORT

Pamela Patenaude, Deputy Secretary of HUD gave her resignation. Her replacement has not been announced. She is leaving at the end of the month.

X. EXECUTIVE SESSION

A. To review the performance of a public employee (RCW 42.30.110 (1) (g))
Chair Barnes announced the start of the Executive Session at 9:45 a.m.

The meeting of the Board of Commissioners was reconvened at 10:15 a.m. by Chair Barnes.

X. KCHA IN THE NEWS

None.

XI. COMMISSIONER COMMENTS

None.

XII. ADJOURNMENT

Chair Barnes adjourned the meeting at 10:40 a.m.

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



DOUGLAS J. BARNES, Chair
Board of Commissioners



STEPHEN J. NORMAN
Secretary