

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

**Monday, March 25, 2019**

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**I. CALL TO ORDER**

The meeting of the King County Housing Authority Board of Commissioners was held on Tuesday, February 19, 2019 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 (via Telephone), and Commissioner TerryLynn Stewart.

**Excused:** John Welch and Susan Palmer

**III. Public Comment**

None.

**IV. APPROVAL OF MINUTES**

A. Board Meeting Minutes –February 19, 2019

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Michael Brown, the Board unanimously approved the March 25, 2019 Board of Commissioners' Meeting Minutes.

**V. APPROVAL OF AGENDA**

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Michael Brown, the Board unanimously approved the March 25, 2019 Board of Commissioners' meeting agenda.

**VI. CONSENT AGENDA**

A. Voucher Certification Report for January 2019

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

**VII. RESOLUTIONS FOR DISCUSSION & POSSIBLE ACTION**

A. **Resolution No. 5621:** Authorizing the Submission of an Application to the U.S. Department of Housing and Urban Development for the Disposition of a Parcel of Land Located at 11195 5<sup>th</sup> Ave SW, Seattle, WA Within Seola Gardens

Beth Pearson, Director of Real Estate Initiatives, provided a summary of the process.

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Michael Brown, the Board unanimously approved Resolution No. 5621.

**B. Resolution No. 5622: Authorizing Acquisition of the Kendall Ridge Apartments**

Tim Walter, Senior Director of Development and Asset Management, provided an overview of this resolution.

The Housing Authority has identified Kendall Ridge as an existing naturally existing affordable housing complex located in Bellevue, Washington as a critical housing resource that needs to be preserved. It is uniquely co-located in an high opportunity area adjacent to high capacity mass transit. It is the closest and the most affordable existing apartment complex near the planned 130<sup>th</sup> St. light rail station. Staff recommended authorization for KCHA to take such action as necessary to acquire the Kendall Ridge Apartments and to vest such final determination to acquire the property with the Executive Director.

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Michael Brown, the Board unanimously approved Resolution No. 5622.

**VIII. BRIEFINGS AND REPORTS**

**A. 2018 Community Dashboard**

Helen Howell, Senior Director for Policy, Research and Social Impact Initiatives, presented the 2018 Community Dashboard.

The Community Indicators Dashboard provides context in three domains: 1) severe rent burden among extremely low-income and moderately low-income households; 2) annual counts of sheltered and unsheltered homelessness from the county's Point in Time (PIT) count and school districts' annual reporting; and 3) residential income segregation.

**B. Energy Performance Contract Update**

Jill Stanton, Deputy Executive Director for Administration and Shawli Hathaway, Assistant Director of Resident Services, provided a status update on the EPC project.

The project is expected to generate substantial reductions in energy and water consumption and concomitant utility cost savings through the installation of a variety of Energy Conservation Measures (ECMs) in public housing developments. These cost savings, in conjunction with HUD subsidy incentives, will over time

offset the cost of the work. The scope of the project has been expanded to include the renovation of several elevators and the total cost of all capital improvements included in this project is approximately \$21.8 million.

Questions of Commissioners' were answered.

C. Fourth Quarter Financial Reports

Craig Violante, Director of Finance summarized the report.

D. 2018 Moving to work Annual Report

Katie Escudero, Administrative Program Manager, provided a brief overview of the report. As a participant in the Department of Housing and Urban Development's Moving to Work (MTW) program, the King County Housing Authority is required to submit an annual report. Following the format prescribed by HUD, the 2018 MTW Report outlines the agency's goals, provides an overview of operational information for the MTW program, and summarizes the status of previously approved initiatives. The report will be submitted to HUD on March 29<sup>th</sup>.

**IX. EXECUTIVE DIRECTOR'S REPORT**

We have the final budget for 2019, which is the second year of a two year bipartisan agreement. 2019 is a reasonably good year. 2020 is questionable. We are watching very closely for significant cuts in our funding and beginning to discuss contingency plans here if there are significant cuts in our funding.

There was an additional amount of money in the 2018 budget for additional increment vouchers, VASH and non-disabled. We are looking to position ourselves for the competitive advantage, but we aren't sure what the criteria will be. We anticipate one of them to be utilization rates.

The President's budget came out two weeks ago and we are analyzing the priorities laid out by the current administration.

**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 8:56am. The meeting of the Board of Commissioners was reconvened at 9:14am by Chair Barnes.

**Resolution No. 5623: Authorizing the Payment of a Retention and Accomplishment Incentive and the Establishment of a Retention and**

Accomplishment Incentive for the Executive Director for Calendar Years  
2018 and 2019, Respectively

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Michael Brown, Board unanimously approved Resolution No. 5623.

**X. KCHA IN THE NEWS**

None.

**XI. COMMISSIONER COMMENTS**

Commissioner Barnes complimented everyone, that it has been an outstanding year for 2018 and excited for moving towards our goals for 2019. Thank you and keep moving forward with your team.

**XII. ADJOURNMENT**

Chair Barnes adjourned the meeting at 10:20 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