

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

Monday, August 19, 2019

I. CALL TO ORDER

The meeting of the King County Housing Authority Board of Commissioners was held on Monday, August 19, 2019 at Greenbridge-The Wiley Center-Joe Thomas Community Room, 9800 8th Avenue SW, Suite 104, Seattle, WA 98106. There being a quorum, the meeting was called to order by Vice-Chair Susan Palmer at 8:30 a.m.

II. ROLL CALL

Present: Commissioner Doug Barnes (Chair) (via Telephone), Commissioner Susan Palmer (Vice-Chair), Commissioner John Welch and Commissioner TerryLynn Stewart.

Excused: Commissioner Michael Brown

III. Welcome & Tour of Greenbridge

8:33 a.m. – Commissioners took a tour of the Greenbridge Community.
9:20 a.m. – Meeting was reconvened.

IV. Public Comment

Resident Cindy Ference gave public comment via telephone regarding resident concerns.

V. APPROVAL OF MINUTES

A. Board Meeting Minutes – June 10, 2019

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner John Welch, the Board unanimously approved the June 10, 2019 Board of Commissioners' Meeting Minutes.

VI. APPROVAL OF AGENDA

On motion by Commissioner John Welch and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the August 19, 2019 Board of Commissioners' meeting agenda.

VII. CONSENT AGENDA

- A. Voucher Certification Report for May 2019
- B. Voucher Certification Report for June 2019
- C. **Resolution No. 5626** – A resolution of the Housing Authority authorizing the submission of funding applications to finance a portion of the expansion of Rainer View Mobile Home Park, the acquisition and rehabilitation of Abbey Ridge and the acquisitions of Kirkland Heights and Juanita View.

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

VIII. RESOLUTIONS FOR DISCUSSION & POSSIBLE ACTION

- A. **Resolution No. 5627:** A resolution providing for the issuance of the Authority's Non-Revolver Line of Credit Revenue Note, 2019 (Emerson Apartments) in the principal amount of not to exceed \$66,000,000 to finance the acquisition of the Emerson Apartments in Kirkland, Washington, and determining related matters.

Tim Walter, Senior Director of Development and Asset Management gave an overview of the purchase of Emerson Apartments.

This resolution provides acquisition financing for the Emerson Apartments. The sale is scheduled to close at the end of August. This financing is a short term line of credit that extends until the end of January, when we expect to have a permanent financing plan in place where we will issue long term tax exempt bonds to take out the line of credit.

Questions of Commissioners' were answered.

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner John Welch, the Board unanimously approved Resolution No. 5627.

- B. **Resolution No. 5628:** A resolution providing for the issuance of the Authority's Note, 2019 (Highland Village Project), in a principal amount not to exceed \$2,500,000 the proceeds of which will be used to make a loan to Somerset Gardens Apartments LLLP to finance the construction and rehabilitation of Highland Village in Bellevue, Washington, and determining related matters.

Dan Landes, Development Director explained about rehabbing Somerset Gardens and Highland Village using tax exempt bond financing and 4% tax credits.

We have completed Somerset Gardens and are finishing the new construction at Highland Village.

Questions of Commissioners' were answered.

On motion by Commissioner John Welch and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution No. 5628.

IX. BRIEFINGS AND REPORTS

A. 2019 Mid-Year Financial Forecast

Craig Violante, Director of Finance gave an overview of the 2019 Mid-Year Financial Forecast.

Craig publicly thanked Commissioner Palmer for assisting the auditors with the audit risk assessment. The audit is moving along just fine so far.

Once a year we reassess the Financial Forecast. Our standard is to only reforecast budget projections that have a financial impact of one million dollars or more. If it is a Federally funded program, our standard is lowered to a half million dollar or more impact. In summary, we are on track of where we thought we would be.

Stephen Norman acknowledged the work that Craig Violante, Windy Epps and the entire finance team perform. We have clean audits every year, and this team does a terrific job in pulling all of this together.

B. Second Quarter 2019 Summary Write-Off Report

Bill Cook, Director of Public Housing explained the report.

We had two residents that accounted for 60% of this quarters write offs.

- One resident had unreported income, owing us \$17,000.
- One unit was in the eviction process due to meth us which caused clean-up costs of approximately \$20,000.

We are required to report people who owe us money to HUD, as they do not want to allow people to move back into Public Housing again until they have paid their debt to Housing Authorities.

Questions of Commissioners' were answered.

C. New Bank Accounts

Craig Violante, Director of Finance reported that there were five new bank accounts.

X. STUDY SESSION

A. Working Discussion on Greenbridge

John Eliason, Development Director welcomed the Board of Commissioners to Greenbridge. He introduced the staff that work on Greenbridge Project.

- Kevin Preston, Development Manager
- Clair Ervin, Construction Project Manager
- Michael Larson, Senior Accountant

The 2019 Master Plan was shown to show the vision of the project. For Greenbridge, part of the financing plan was to sell land.

Questions of Commissioners' were answered.

XI. EXECUTIVE DIRECTOR REPORT

The Administration's campaign against immigrants, both documented and undocumented, is continuing. As you will recall, HUD issued a Proposed Rule in May regarding the treatment of "mixed status" households – traditionally the Public Housing and the Housing Choice Voucher (HCV) programs have been able to serve households where some of the members of the family were undocumented - housing assistance in these cases is pro-rated to reflect the number of documented residents in the family. The proposed rule would require the termination of any undocumented household member from these programs.

Example: You have a mother with three young children. The children were born in the United States and are U.S. citizens, but the mother does not have documentation. Under the proposed rule the mother could not reside in the unit and the family would be effectively evicted.

There was a new Final Rule promulgated by the Department of Homeland Security this month that increases the likelihood that any use of public benefits by legally documented immigrants may jeopardize their application for legal permanent residency or for a temporary non-immigrant visa extension. Public benefits are explicitly defined as including Public Housing and the Housing Choice Voucher Program.

KCHA has filed comments opposing both rules and we are continuing to work with a variety of players both locally and nationally. Washington State Attorney General Ferguson was one of the first leaders to go to court to contest the recent public charge rule.

On the property acquisition front, the Emerson Apartments will close at the end of the month and Kendall Ridge should close in early fall.

The first phase of the CMTO project has been a success and we will brief the Board fully in September. We are now launched on phase two.

Very pleased to let you know we are hitting our stretch goals for both workforce housing acquisitions and the percentage of extremely low income households residing in opportunity neighborhoods.

The Board's Legislative Trip to DC will take place in October. Chair Barnes, Stephen Norman, Helen Howell and Andrew Calkins will be attending.

XII. KCHA IN THE NEWS

None.

XIII. COMMISSIONER COMMENTS

Commissioner John Welch will be attending DC for Education the week of October 16th if there is anything else that he can talk about from a Housing Commissioner standpoint.

XIV. ADJOURNMENT

Vice- Chair Palmer adjourned the meeting at 10:32 a.m.

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



DOUGLAS J. BARNES, Chair
Board of Commissioners



STEPHEN J. NORMAN
Secretary

