

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

Monday, August 17, 2020

I. CALL TO ORDER

The telephonic meeting of the King County Housing Authority Board of Commissioners was held on Monday, August 17, 2020 at 700 Andover Park West, Tukwila, WA 98188. There being a quorum, the telephonic meeting was called to order by Chair Doug Barnes at 8:30 a.m.

II. ROLL CALL

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

III. Public Comment

None.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – July 20, 2020

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Susan Palmer, the Board unanimously approved the July 20, 2020 Board of Commissioners' Meeting Minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner Susan Palmer and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the August 17, 2020 telephonic Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

On motion by Commissioner Michael Brown and seconded by Commissioner Susan Palmer, the Board unanimously approved the August 17, 2020 telephonic Board of Commissioners' meeting consent agenda.

VII. RESOLUTIONS FOR DISCUSSION & POSSIBLE ACTION

A. Resolution No. 5660 - A Resolution Authorizing a loan to be made to LifeWire, a Washington non-profit Public Benefit Corporation, or an affiliate thereof, to finance a portion of the costs of acquiring a Residential Rental Project in Bellevue, Washington, Approving the Execution and Delivery of documents relating to the loan, and determining related matters.

This resolution is to authorize the Housing Authority to make a loan to a non-profit to acquire property. LifeWire is a non-profit, one of the largest providers for the support systems for Domestic Violence victims.

Currently bedrooms have clients with single women, or single women with children, that are living in a crisis situation. A more independent living situation is more beneficial for clients. They will not be moving clients over until permanent financing is complete.

This is a short term loan. It will be on a line of credit and expect LifeWire to cover the cost of financing.

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Susan Palmer, the Board unanimously approved Resolution No. 5660.

B. Resolution No. 5661- A Resolution Authorizing Entering into a Purchase and Sale Agreement and Access Agreement for the Oaks at Forest Bay Property Located in Shoreline.

We are not requesting the ultimate purchase, this is slightly different. The Housing Authority was contacted by the County in June to step in to play a role in the acquisition.

The County was made aware of this property and decided not to operate it any longer. They contacted the City for use. It's a single level assisted living complex that was built in the 1960's. The operator is Five Oaks Healthcare.

- 2.7 acres
- Two wings
- 45 single rooms with two beds
- Some have small bathrooms
- Some have common bathrooms/showers

There is not enough shelter space and reduced capacity for social distancing.

There is a Community concern and the Housing Authority is clear that this is something that they need to do with Community support.

Special thanks to Beth Pearson for her work on this, she was very helpful.

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Michael Brown, the Board unanimously approved Resolution No. 5661.

VIII. BRIEFINGS AND REPORTS

A. Greenbridge Land Sale Strategy

John Eliason, Development Director presented the work that is being done.

- Was called 9-10-11, renamed to Division 8
- 18.2 acres
- 107 single family lots
- 6 parks
- October 15, 2020 proposals are due

Questions of commissioners' were answered.

B. Development and Rehabilitation Pipeline

Dan Landes, Director of Development presented the Board with all of the projects that are happening.

Current Rehab Projects

- Woodland North – 105 units, completion in 2021
- Abbell Partnerships
 - Abbey Ridge – 146 units, completion in 2021
 - Bellevue Manor – 66 units, completion in 2021

Projects in Predevelopment

- Rainier View Expansion – 15-17 spaces, completion in 2021
- Trailhead (Issaquah TOD) – 155 units, start in 2022
- Kirkland Heights Redevelopment – 180 exist – 360 units max, start in 2023
- Juanita View Rehab – 94 units, start in 2024
- Patricia Harris Redevelopment – 190-240 units, start in 2026
- Greenbridge Notch Development – 80 units

Possible Future Developments

- Parkway Rehab
- Village at Overlake Station Rehab

Questions of commissioners' were answered.

C. Second Quarter 2020 Board Dashboard

Andrew Calkins, Manager of Policy and Legislative Affairs explained the dashboard in detail.

There were 22,204 households served as of June 1, 2020.

Expenditures under the finance portion of 95.6%, are mostly due to slower than average spending on maintenance contracts, due to the COVID-19 pandemic. There are fewer move-in and move-outs.

Utilization rate is at 104.7%, due to over leasing that we were doing related to the greater opportunity program. We are expecting that number to fall at the end of the year.

Questions of commissioners' were answered.

D. Second Quarter 2020 Summary Write-Off Report

Bill Cook, Director of Public Housing, Housing Management gave an overview of the report.

We have been seeing move-outs, many are transfers. The large number is from cleaning/damage. Of the 14 accounts, five of them accounted for 88% of the total charges.

IX. EXECUTIVE DIRECTOR REPORT

Director Norman noted that this Board meeting is themed around KCHA's real estate and construction activities, and complimented the presenters and their entire teams. There is an incredible amount of work that has been accomplished around these initiatives.

The Virus Response Team (VRT) has pushed the projected office opening date back to at least December. We will see how the situation evolves over the Fall before making a decision as to when to re-open.

The VRT is finalizing a computer-generated questionnaire that staff will log-into prior to coming to work, to help determine health risk. Each employee has also been issued their own thermometer. This process is intended to increase the level of protection in our workplaces.

We unfortunately have had our first employee contract COVID-19. They are recovering slowly, and are not hospitalized. The VRT notified all staff that this employee had been in contact with that they should stay home and go in for testing if needed. None of the other employees that were potentially exposed tested positive or have had any symptoms. The situation provided good feedback on how best to respond if other employees test positive.

As we move into the fall we are seeing real challenges for both employees and residents regarding childcare and education. We are looking for more ways to support our employees and are exploring the possibility of creating a network of all-day education resource centers operating out of our after-school facilities for our residents.

Staff are working with schools, families and our provider partners to see if there is a safe way for us to support school efforts to educate students remotely. We are concerned that our communities are disproportionately impacted by school closures. Many of these students begin with a deficit in terms of school achievement levels, and the pandemic will create further challenges. This could have long standing implications for these students. We are committed to do everything we can to reduce this impact.

The COVID-19 relief bill is stalled in Washington DC. Both the House and Senate have gone home. The recent controversy involving the United States Postal Service will take up most of the bandwidth in the next week or two.

We are hopeful that Congress will return to this legislation after Labor Day. The draft bills produced by both the House and the Senate contain critical supplemental funding for Housing Authorities and the House bill provided significant rent relief for low income households who have lost earned income during the pandemic.

We still have an eviction moratorium in place in Washington, but it will eventually be lifted and we suspect we will see a spike in evictions.

Director Norman asked the Commissioners if they were interested in having the next Board meeting via Zoom. Commissioners were all in favor of having the meeting via Zoom.

X. KCHA IN THE NEWS

None.

XI. COMMISSIONER COMMENTS

None.

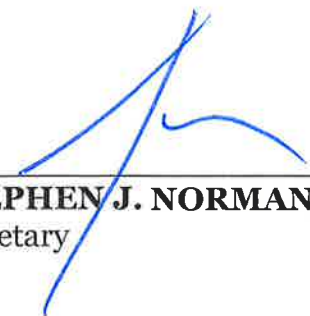
XII. ADJOURNMENT

Chair Barnes adjourned the meeting at 10:09 a.m.

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



DOUGLAS J. BARNES, Chair
Board of Commissioners



STEPHEN J. NORMAN
Secretary