

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

Monday, November 16, 2020

I. CALL TO ORDER

The telephonic meeting of the King County Housing Authority Board of Commissioners was held on Monday, November 16, 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), and Commissioner TerryLynn Stewart (via Telephone).

Excused: Commissioner Michael Brown

III. Public Comment

None.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – October 12, 2020

On motion by Commissioner Doug Barnes and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the November 16, 2020 Board of Commissioners' Meeting Minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Doug Barnes, the Board unanimously approved the November 16, 2020 telephonic Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

On motion by Commissioner Doug Barnes and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the November 16, 2020 telephonic Board of Commissioners' meeting consent agenda.

VII. RESOLUTION FOR DISCUSSION AND POSSIBLE ACTION

A. Resolution No. 5667 - Authorizing the Disposition of Greenbridge Division 8 Property by Negotiated Sale to Conner Homes and Greenbridge 8 LLC and/or Another Affiliate of Conner Homes

John Eliason, Development Director presented Resolution 5667.

- At the August board meeting, we went over most of the points of our intent to put the property on the market. July 30, 2020 is when it went on the market. The property features 107 single family lots.
- Oct 15 – we received six offers. These are some of the top builders in the Northwest that proposed. We had two interviews and we are recommending the Conner offer to move forward. They have the greatest architectural character and variety with a style that is new, old Seattle theme as well as the highest price.
- Acknowledgment to Keven Preston that worked on the majority of the approvals of the Property.

Questions of commissioners' were answered.

On motion by commissioner TerryLynn Stewart and seconded by Commissioner Doug Barnes, the Board unanimously approved Resolution No. 5667.

B. Resolution No. 5668 – A Resolution Authorizing Acquisition of Pinewood Village Apartments

Tim Walter, Senior Director of Development and Asset Management presented Resolution number 5668.

Pinewood Village Apartments is a 108 unit apartment complex that is located on 148th and main street in the central Bellevue area. The ownership has owned for close to 30 years. This is a property that we are mindful of where other investors are moving into the Bellevue and Redmond market. With the announcement of Amazon, the pressure of rents over time, investors see it as a long term investment. We see it as a continued loss of affordability, especially in Bellevue. We are actively working on closing the property. Anytime there is change in management, there is a disruption to residents.

The following is the same for Resolution 5668, 5669 and 5670.

- Property is subject to the board approving and then we will do our due diligence .
 - Phase I - Environmental review. If we find anything suspect, we will do a phase 2 investigation.
- We will look at Titles
- Survey Completed
- Physical Inspections – We bring in a third party and we also use our own staff. The properties that we acquire, we specialize in. We bring in Asset Management and Construction folks from KCHA. We also leverage our Capital Construction Department and we have access to tools which help us inspect properties.
- The last part of due diligence is the appraisal which ensures these are within fair market value.

Questions of commissioners' were answered.

On motion by commissioner Doug Barnes and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution No. 5668.

C. Resolution No. 5669 – A Resolution Authorizing Acquisition of Illahee Apartments

Tim Walter, Senior Director of Development and Asset Management presented Resolution number 5669.

These apartments are in Bellevue as well. The structure is similar to Pinewood Village. This is a property that has been owned by the same family for about 30 years. The father passed away and they decided to sell. The owners are aware of our goals to preserve properties with rents below market. They brought this property to our attention. The majority of the renters are immigrants. We came to an agreement with the owner. It's a small unit property. There are so few properties that are small, when they go on the market, they sell quickly. The housing Authority has been able to negotiate \$300,000 per unit which is below market.

The motivation of the seller includes the ability to close by year end. We can close by the end of the year and offer other tax benefits from working with the HA.

Same due diligence.

Housing Authority would manage with our own staff. Ownership would work with us for a few months.

Financing – slightly different. We don't know what the long term plan is, but this is an excellent opportunity for public housing subsidies. We are considering options that keep people in place, but as people turnover, it would allow an opportunity for federal subsidies. Our waitlists are very long in Bellevue and there aren't many available units. Way of example – We have so few 1 bedroom units. The 1 bedroom units can free up units for families.

Questions of commissioners' were answered.

On motion by commissioner TerryLynn Stewart and seconded by Commissioner Doug Barnes, the Board unanimously approved Resolution No. 5669.

D. Resolution No. 5670 – A Resolution Authorizing Acquisition of the Oaks at Forest Bay Property Located in Shoreline

Tim Walter, Senior Director of Development and Asset Management presented Resolution number 5670.

Would like to acknowledged the work of Beth, Wen and Asset Management on this.

Questions of commissioners' were answered.

On motion by commissioner TerryLynn Stewart and seconded by Commissioner Doug Barnes, the Board unanimously approved Resolution No. 5670.

VIII. Briefings & Reports

A. 2021 Budget Briefing

Jill Stanton, Deputy Executive Director for Administration presented the power point for the Budget Briefing.

KCHA CY 2021 Draft Budget

- Updated Mission Statement
- Concentrate the value to our mission
- There are 16 Department Budgets – then we roll everything into one budget.
- 2021 Major Budget Initiative Goals – they have not changed from last year
- Operating Budget
- Budget Revenues/Sources
- Budget Expenses/Uses
- MTW Block Grant Budget – This is our major HUD program
- Capital Budget
- Personal Service Costs

Questions of the commissioners were answered

If any Commissioner would like to get together with Craig to review a more detailed budget, please talk to Craig.

B. Third Quarter 2020 Quarterly Write-Off Summary Report

Bill Cook, Director of Property Management explained the report.

Numbers are much lower right now, the fact of the eviction moratorium is not letting us write off any accounts. For this report, there's not much to report, but after the moratorium is over, the numbers could be much different.

Questions of commissioners were answered.

IX. Executive Session

A. To review the performance of a public employee (RCW 42.30.110 (1) (g))

9:45am – Board meeting was suspended.

10:25am – Board meeting was re-convened.

X. Executive Director Report

Executive Director Norman reported that new restrictions have been put in place by Governor Inslee in response to spiking COVID-19 infection rates across the state.

He noted that King County had not been as impacted as other parts of the state in recent weeks. While KCHA is not aware of significant numbers of newly reported positive tests among our residents or our staff, there is clearly a growing concern locally as we head into the holiday season. The new restrictions will not change how we are currently doing business as we have been operating in a conservative mode with our offices mostly closed. We will be maintaining the existing status quo, delaying the execution of routine work-orders and providing in-home services only on an emergency basis.

He reported that KCHA has been awarded an additional 200 VASH vouchers for homeless veterans this month. This is a real testament to the extraordinary efforts of the Housing Choice Voucher and Homeless Housing Initiatives staff. The VA and HUD decide who gets the vouchers based on both the regional need for these vouchers and the track record of local housing authorities in getting participants leased up. We are now administering 1150 VASH vouchers. Before this award, we had 300 unleased vouchers. The bottleneck in the pace of lease-up relates to the speed at which the VA is providing new referrals. We are pursuing two possible pilots with the VA that should help this move forward.

This month 36 VASH vouchers, as well as 44 vouchers for homeless individuals with disabilities, are coming on-line at a new permanent supportive housing project that Catholic Community Services is opening in Kent. This will move an additional 80 individuals off the streets and into housing.

Director Norman reported that the Firs housing complex has been purchased by LifeWire to house survivors of domestic violence. He noted that LifeWire was able to finance the acquisition without requiring a loan from KCHA.

XI. KCHA IN THE NEWS

None.

XII. COMMISSIONER COMMENTS

Commissioner Stewart wanted to congratulate Jenn Robson Ramirez as being appointed to the Highline Community College board of Trustees.

John Welch – Thanked staff for the health and wellness for residents.

XIII. ADJOURNMENT

Chair Barnes adjourned the meeting at 10:36 a.m.

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



DOUGLAS J. BARNES, Chair
Board of Commissioners



STEPHEN J. NORMAN
Secretary