

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

Monday, December 21, 2020

I. CALL TO ORDER

The telephonic meeting of the King County Housing Authority Board of Commissioners was held on Monday, December 21, 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 8:15 a.m.

II. ROLL CALL

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

III. PUBLIC COMMENT

Maria Hudson sent in a written public comment that was mailed to each of the Board of Commissioners for review.

IV. APPROVAL OF MINUTES

- A. Board Meeting Minutes – November 16, 2020
- B. Board Meeting Minutes – December 4, 2020
- C. Board Meeting Minutes – December 8, 2020

On motion by Commissioner Susan Palmer and seconded by Commissioner John Welch, the Board unanimously approved the November 16, 2020, December 4, 2020 and the December 8, 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 December 21, 2020 telephonic Board of Commissioners' meeting agenda with the revisions to move A, B and C from VIII. Briefings and Reports from the January 2021 Board meeting.

VI. CONSENT AGENDA

On motion by Commissioner Michael Brown and seconded by Commissioner Susan Palmer, the Board unanimously approved the December 21, 2020 telephonic Board of Commissioners' meeting consent agenda.

VII. RESOLUTION FOR DISCUSSION AND POSSIBLE ACTION

A. Resolution No. 5671 – A Resolution Authorizing to Increase in the Principal Amount of the Authority's Revolving Line of Credit Revenue Note, 2011.

Tim Walter, Senior Director of Development and Asset Management presented Resolution number 5671.

This is for an increase with Key Bank. The increase is necessary to provide additional credit capacity to finance the acquisition of the Illahee and Oaks at Forest Bay properties.

Questions of commissioners' were answered.

On motion by Commissioner John Welch and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution No. 5671.

B. Resolution No. 5672 – Approving KCHA's Moving to Work Annual Plan for Fiscal Year 2021.

Andrew Calkins, Manager of Policy and Legislative Affairs presented the Moving to Work Annual Plan to the Board.

As a participant in the MTW program, KCHA is required to submit a board approved annual plan that outlines the agency's goals, operations, programs and proposed new MTW activities for HUD's review and approval. KCHA is not proposing any new activities but is making targeted changes or additions to ongoing initiatives to ensure the agency has flexibility to respond to the ongoing COVID-19 pandemic while continuing to advance our efforts to expand the supply of affordable housing. We will need to submit by January 16, 2021.

Questions of commissioners' were answered.

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner John Welch, the Board unanimously approved Resolution No. 5672.

C. Resolution No. 5673 – Authorizing Higher Payment Standards for the Housing Choice Voucher Program.

Tyler Shannon, Research and Data Analyst gave a power point to the Board for Higher Payment Standards.

We are recommending small increases for Tier 1. Rents are going down in higher tiers and up in lower tiers. 2021- Midyear review will look more like this review, where we review everything.

Questions of commissioners' were answered.

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Michael Brown, the Board unanimously approved Resolution No. 5673.

D. Resolution No. 5674 – Authorizing Approval of the Comprehensive Operating and Capital Budgets for Calendar Year Beginning January 2, 2021.

Craig Violante, Director of Finance, explained the budgets to the Board.

Guiding this budget and the entire budgeting process are the main goals of KCHA as outlined by the Board:

- Preserve and expand the supply of affordable housing
- Help the region end homelessness
- Promote economic self-sufficiency for residents
- Strengthening the internal infrastructure of KCHA

The Comprehensive Budget is a combination of three distinct budgets:

- Operating Budget
- Capital Budget
- Cash Budget

Questions of commissioners' were answered.

On motion by Commissioner Susan Palmer and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution No. 5674.

VIII. BRIEFINGS AND REPORTS

A. Fleet Management Presentation

Tim Baker, Senior Management Analyst gave a KCHA Fleet Management power point presentation to the Board.

The long-term goal is to have 100% of the fleet be non-traditionally powered by 2033-34.

IX. EXECUTIVE SESSION

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

10:00 a.m. – Board meeting was suspended.

10:31 a.m. – Board meeting was re-convened.

X. EXECUTIVE DIRECTOR REPORT

Executive Director Norman echoed the Commissioners' thanks and compliments to today's presenters and their teams. Impressive review of 2020 accomplishments and good overview of goals in 2021.

The agency has not shifted its COVID-19 response appreciably since the last Board meeting. KCHA is continuing to observe Governor Inslee's directive to keep offices closed to the maximum extent possible. Based on the governor's directive and current Health Dept. data, the Authority is pushing back any office reopening plans and encouraging employees to work from home to the maximum extent possible and exercise all due caution in their activities.

Director Norman reported that the Authority successfully closed on the purchase of Pinewood Village last Friday. The final stages of due diligence are underway for the purchase of Illahee Apartments. The Oaks property in Shoreline has been leased by KCHA as the first step in the acquisition transaction. The County and a local non-profit are working on prepping the existing building for use as a shelter. The opening has been pushed back due to community challenges, but the Shoreline City Council has voted to move forward with the project.

Congress has finally concluded negotiations on both the new COVID-19 stimulus package and the 2021 Budget. Bill texts should be available shortly. We know very little about final numbers or details at this point but are looking closely for the following:

COVID-19 Stimulus Bill

- \$25 Billion dedicated to Eviction Prevention and Renter Relief will be included in the final bill. This funding will not go through HUD, but will go directly to states and local jurisdictions from the Treasury Dept.
- We do not know if there is additional supplemental funding for Housing Authorities in the Covid-19 relief bill. We will know more in a day or two.

2021 Budget

- We will be looking closely at funding levels for the subsidized housing programs. Of particular concern is the funding level (and subsequent proration) for housing choice voucher renewals.
- A second area of strong interest is the number of new vouchers funded for homeless and targeted populations.
- Finally, whether the language contained in Senate Appropriations Committee's staff report requesting that HUD look at the reserve and working capital accounts of the MTW housing authorities has been amended or eliminated from the final package.

The Director will report back to the Board once the details have been released and we have analyzed them.

XI. KCHA IN THE NEWS

YMCA Board book article at Passage Point. High marks to Kristy Johnson and the Homeless Housing Staff in making this project move forward as it's making a big difference.

XII. COMMISSIONER COMMENTS

Commissioner Welch – Governor held a press conference on schools re-opening. They have been working with the Department of Health. We have a number of Districts that have already re-opened. They have increased the threshold of modality. If your transmission rate in a 14 day period, was greater than 75 per 100,000, you were encouraged to be remote. They have now raised it to 350.

Safety precautions – bringing in younger students, elementary first. We don't anticipate Middle School or High School coming back before March 2021.

Commissioner Stewart – Thanks to everyone for putting all of these together.

Commissioner Barnes – Thanked everyone at the authority. Very challenging year for 2020, there are a lot of success stories, hope we enjoy the moment.

XIII. ADJOURNMENT

Chair Barnes adjourned the meeting at 10:41 a.m.

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


DOUGLAS J. BARNES, Chair
Board of Commissioners


STEPHEN J. NORMAN
Secretary

