

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

**Monday, March 15, 2021**

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**I. CALL TO ORDER**

The Special meeting of the King County Housing Authority Board of Commissioners was held virtually on Monday, March 15, 2021. There being a quorum, the virtual meeting was called to order by Chair Doug Barnes at 8:33 a.m.

**II. ROLL CALL**

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

**III. Public Comment**

None.

**IV. APPROVAL OF MINUTES**

- A. Board Meeting Minutes – February 16, 2021
- B. Board Meeting Minutes – February 18, 2021 – Executive Session
- C. Board Meeting Minutes – February 25, 2021 – Executive Session
- D. Board Meeting Minutes – March 9, 2021 – Executive Session
- E. Board Meeting Minutes – March 3, 2021 – Executive Session

On motion by Commissioner John Welch, and seconded by Commissioner Susan Palmer the Board unanimously approved the February 16, 2021, February 18, 2021 Executive Session, February 25, 2021 Executive Session, March 9, 2021 Executive Session and March 3, 2021 Executive Session 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 15, 2021 virtual Board of Commissioners' meeting agenda.

**VI. CONSENT AGENDA**

On motion by Commissioner Susan Palmer, and seconded by Commissioner Michael Brown, the Board unanimously approved the March 15, 2021 virtual Special Board of Commissioners' meeting consent agenda.

## VII. RESOLUTION FOR DISCUSSION AND POSSIBLE ACTION

**A. Resolution No. 5678** – A Resolution Authorizing Acquisition of the Trailhead TOD (Transit-Oriented Development) Property in Issaquah and determining related matters.

Dan Landes, Development Director, presented the Resolution with explanations of the TOD site for the Trailhead Apartments.

KCHA plans to build 155-165 units of affordable housing. Development partner Spectrum will build around 200 market-rate units. Financial commitments have been received from the County for \$10 million and from ARCH for \$12 million. With the infusion of tax credit equity contributions, it is anticipated KCHA should be in a break-even position by the end of the development.

Questions of Commissioners were answered.

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner John Welch, the Board unanimously approved Resolution 5678.

**B. Resolution No. 5679** – Resolution providing for the issuance of the Authority's Workforce Housing Preservation Tax-Exempt Revenue Note, 2021, in the Principal Amount of Not to Exceed \$161,500,000 and determining related matters.

Tim Walter, Senior Director of Development and Asset Management presented Resolutions 5679, 5680, 5681 and 5682 as a package.

Mr. Walter covered the intricacies of gap financing and working with entities such as Microsoft and Amazon. The biggest challenge to preserve affordable housing in our region is that the revenue such properties generate is not sufficient to cover 100% of the debt service payments on new incremental debt issued to finance the acquisitions.

All of the resolutions pertain to properties that are part of the Amazon package.

Questions of Commissioners were answered.

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner Michael Brown, the Board unanimously approved Resolution 5679.

**C. Resolution No. 5680** – A Resolution Authorizing Acquisition of The Carrington Apartments.

Carrington Apartments is located immediately East of Bellevue College, and has a range in size from studios up to two-bedrooms. The property has great access to transit.

On motion by Commissioner Susan Palmer, and seconded by Commissioner Michael Brown, the Board unanimously approved Resolution 5680.

**D. Resolution No. 5681** – A Resolution Authorizing Acquisition of The Sandpiper East Apartments.

The Sandpiper East apartments are located north of Carrington and is a unique property with primarily studios and one bedroom units. It serves a population of single and two person households. It is in an excellent location and is on the bus line.

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner John Welch, the Board unanimously approved Resolution 5681.

**E. Resolution No. 5682** – A Resolution Authorizing Acquisition of The Argyle Apartments.

The Argyle Apartments are in Federal Way, outside of the original Amazon target area. They eventually agreed as it is the closest large complex of multi-family apartments proximate to the new light rail station on South 320<sup>th</sup> Street.

On motion by Commissioner Michael Brown, and seconded by Commissioner Susan Palmer, the Board unanimously approved Resolution 5682.

## VIII. BRIEFINGS AND REPORTS

### A. Fourth Quarter 2020 Executive Dashboard

Andrew Calkins, Manager of Policy and Legislative Affairs, presented the Dashboard.

The financial numbers are compared to the mid-year financial re-forecast. There was slower than average spending on maintenance contracts and in the weatherization program due to the pandemic.

Total units online increased by 144 at the end of the quarter with the addition of Pinewood Village and Illahee Apartments.

Questions of Commissioners' were answered.

### B. Houghton Video

<https://vimeo.com/520747558/settings>

Nikki Parrott, Director of Capital Construction and Weatherization introduced the video and acknowledged the people across the organization that worked on this project.

Deborah Grant and Tracy Friedman from Resident Services were involved in tenant relocation.

Property Manager Caprice Witherspoon and Regional Manager Mayra Jacobs were heavily involved.

The Capital Construction team was led by Patrick Kaapana, Tracy Clairmont, Edmund Lartey, Amy Kurtz, Heath MacCoy and Michael Cuadra.

This was a unique project in that some one-bedroom units were combined to create three-bedroom apartments. Special thanks to Heath MacCoy, Patrick Kaapana and Bill Cook for envisioning this.

Video was shown to the Board of Commissioners.

## **IX. EXECUTIVE SESSION**

- A. To receive and evaluate complaints or charges brought against a public officer or employee (RCW 42.30.110 (1) (f)) and to review the performance of public employees (RCW 42.30.110 (1) (g)).

9:38 a.m. – Board meeting was suspended for the Executive Session.

10:14 a.m. – Board meeting was re-convened.

## **X. EXECUTIVE DIRECTOR REPORT**

Executive Director Norman acknowledged Dan Watson, Tim Walter, Dan Landes and Beth Pearson's role in the spectacularly complex transactions of buying and preserving almost 500 units of housing and setting the ground work for building another 150. This is a testimony of the staff here moving forward in the midst of the pandemic.

On the vaccine front, currently we are up to 1425 vaccinations at over 25 sites across the county. Primarily in our senior complexes, the ability to go out and make sure that our communities are getting what they need. Testimony of the work that Judi Jones, Jenn Ramirez Robson and the rest of the staff are doing.

The American Recovery Reinvestment Act of 2021 contains a 5 billion allocation of funding for Housing Choice Vouchers. This is a 20% increase and is supposed to last for 10 years. We are starting to game out scenario's and looking at implications of this in terms of staff, budget for client assistance funds, space here (once we return to the office) and capacity in

the market to successfully accommodate this spike. Congress gave HUD 60 days. To determine what the allocations were and notify housing authorities. Thanks to Jeb Best, Pam Taylor and Karen House, the leadership team in Section 8 who are leading the charge on this with help from the agency.

**XI. KCHA IN THE NEWS**

Time Magazine article.

**XII. COMMISSIONER COMMENTS**

We are making progress on opening schools. K-6 will be reopening by April 5<sup>th</sup> and by April 19<sup>th</sup>, 30% of K-12 will be physically back in school.

**XIII. ADJOURNMENT**

Chair Barnes adjourned the meeting at 10:33 a.m.

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



**DOUGLAS J. BARNES**, Chair  
Board of Commissioners



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**STEPHEN J. NORMAN**  
Secretary

