

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

Monday, September 20, 2021

I. CALL TO ORDER

The monthly meeting of the King County Housing Authority Board of Commissioners was held virtually on Monday, September 20, 2021. There being a quorum, the virtual meeting was called to order by Chair Barnes at 8:30 a.m.

II. ROLL CALL

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

Excused: Commissioner Regina Elmi.

III. PUBLIC COMMENT

No public comment.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – August 16, 2021

On motion by Commissioner Susan Palmer, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the August 16, 2021 Meeting Minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner Susan Palmer, the Board unanimously approved the September 20, 2021 virtual Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Report for July 2021

On motion by Commissioner Susan Palmer, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the September 20, 2021 virtual Board of Commissioners' meeting consent agenda.

VIII. RESOLUTION FOR DISCUSSION AND POSSIBLE ACTION

A. Resolution No. 5699 – Recognizing the Dedicated Service of Commissioner Michael Brown throughout his tenure on the Board of Commissioners from 2009 through 2021 and Expressing the Appreciation of Board Members and Staff of the Housing Authority.

Commissioner Barnes read Resolution No. 5699 in its entirety.

Commissioners and staff made comments to thank Commissioner Brown for his service.

On motion by Commissioner Susan Palmer, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution 5699.

IX. BRIEFINGS AND REPORTS

A. Saving Highland Village: An Oral History Video

[KCHA Presents "Saving Highland Village: An Oral History" \(vimeo.com\)](#)

B. Update on Standard and Poor's recent rating and status of KCHA's latest bond issue.

Tim Walter, Senior Director of Development and Asset Management, reported that Standard and Poor's recently reaffirmed KCHA's rating of AA. The bond rating was done in support of the very successful \$53 million bond offering on September 14th. The blended rate for this offering was 2.35% for 30 years, the best rates the housing authority has been able to achieve.

Questions of Commissioners were answered.

C. Second Quarter 2021 Executive Dashboard

Andrew Calkins, Manager of Policy and Legislative Affairs, summarized the June Executive Dashboard.

KCHA closed on three new acquisitions, adding 454 new units, bring the total portfolio up to 12,179 units.

Some months topped an 80% shopping success rate, highlighting the excellent work of the HCV team.

D. Draft 2022 Moving to Work Plan

Andrew Calkins, Manager of Policy and Legislative Affairs, briefed the Board on the draft of the Annual Plan.

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.

Goals and focus areas in the plan include:

- Support resident health, stability and well-being
- Increase the number of low-income households
- Streamline operations, policies and procedures
- Broaden geographic choice
- Advance racial equity and social justice
- Deepen educational partnerships
- Invest in federally-subsidized housing capital needs
- Leverage partnerships to address homelessness

Questions of Commissioners were answered.

E. Mid-Year Capital Report

Dan Watson, Deputy Executive Director/Chief Development Officer, gave a comprehensive overview of the construction activity through the first half of the year. Although progress has been affected by COVID, supply shortages, cost increases and slow product delivery, KCHA is on schedule to meet overall budgeted annual expenditures.

As an example of cost increases, Mr. Watson reported that plywood sheets were \$12-\$15 pre-COVID, but rose as high as \$83 per sheet before settling down to the current level of \$36 per sheet. Overall, material cost increases of 20-30% are projected.

Mr. Watson presented the following summary:

- 19 Projects budgeted for activity in 2021
- 14 Projects will be completed in 2021
- 4 Projects will be started in 2021 but completed in 2022
- 1 Project will be rescheduled for 2022

F. Second Quarter 2021 Financial Report

Windy Epps, Interim Director of Finance, gave a summary of the financial results for the first six months of the year, and Craig Violante, Interim Deputy Executive Director, presented the same information in a different format intended to be more succinct and easier-to-read. The plan is to use the new format exclusively beginning in the third quarter.

Ms. Epps reported that KCHA's financial performance through the first half of the year was strong as both operating income and expenses reflected positive variances to budget. Cash reserves remain solid.

KCHA was awarded 762 Emergency Housing Vouchers to assist individuals and families experiencing or at-risk of homelessness.

G. Status Report on Emergency Housing Voucher (EHV) Program

Kristy Johnson, Interim Senior Director for Policy, Research and Social Impact Initiatives and Pam Taylor, Director of Housing Choice Vouchers, gave an update on the Emergency Housing Voucher Program.

The American Rescue Plan was signed into law on March 31, 2021 and included a \$5 billion appropriation to support 70,000 new EHV's across the US. These new vouchers are targeting individuals and families who are experiencing or are at-risk of homelessness, are fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking, or are recently homeless with high risk of housing instability.

Housing Authorities in King County were awarded total of 1,314 vouchers, with 762 going to KCHA, 498 to the Seattle Housing Authority 54 to Renton.

An overview of the King County Continuum of Care (CoC) planning body and the Coordinated Entry (CE) System was provided.

An update was provided on progress to date, including hiring new staff, streamlining application materials, amending policies, and developing training materials. To date, there have been 43 referrals from the CE system. It is estimated that 177 per month will be needed to achieve full leasing.

H. VRT Update – Rollback of reopening plan

Tonya Harlan, Director of Human Resources, reported on the reopening status and vaccination clinic planning.

KCHA had begun the process of slowly re-opening offices by moving to "Phase One", but the rise of the Delta Variant forced a reversion back to "Phase Zero" on August 30.

On the vaccine front, the planning team is continuing to support vaccinations throughout King County by working with public health and the Fred Hutchinson Seattle Cancer Care alliance mobile vaccination teams. To date, 90 clinics have provided vaccinations to more than 2200 people. Discussions are now underway regarding booster shots.

Questions of Commissioners were answered.

XI. EXECUTIVE DIRECTOR REPORT

Executive Director Norman echoed the Board's acknowledgement and high praise for everyone that presented today and all the staff that worked on these issues.

Director Norman noted the sad passing of Deborah Gooden, who co-led the Greenbridge initiative – a project that has made an enormous difference for both residents and the broader White Center community and has received national recognition. She is an enormous loss to KCHA and our community both on a personal and a professional level. King County is a richer place for her efforts.

In Washington DC the federal fiscal year is ending without an agreement on next year's appropriation levels, so it is anticipated that Congress will approve a continuing resolution through November/December. This proposal will hopefully include funding to support Afghan refugee resettlement efforts. KCHA is reaching out to local service providers to see how we can assist efforts to resettle refugees arriving in the region.

The Treasury Dept.'s debt ceiling will be reached sometime in October. There is currently a stand-off in Congress on lifting the ceiling and it is unclear how this will be resolved.

While the \$3.5 trillion Building Back Better initiative continues to move forward, the path to final approval is also unclear. The House Financial Services Committee did release the housing elements of the bill last week. The proposal calls for a \$300 billion commitment to addressing the nation's housing issues. It includes \$80 billion targeted to repair needs in public housing and a \$75 billion commitment for additional Housing Choice Vouchers. It is anticipated that these numbers will be reduced in any final negotiations with the Senate.

Locally, the State's eviction moratorium is scheduled to expire at the end of the month. A recent article in the Seattle Times estimates that 60,000 households in King County are behind on their rent and that 60% of these households believe they may be evicted. While daunting, this number is down significantly from the estimates we were hearing several months ago.

A key determinant of the number of actual evictions will be the County's success in pushing out the Emergency Rental Assistance Program funds being provided by the Federal government. KCHA is working closely with County staff to coordinate assistance for KCHA residents who are in arrears. Our greatest uncertainty is around the number of voucher holders who are in arrears to private landlords. We continue to reach out to both the HCV client base and participating landlords to assess the situation.

Director Norman reported that KCHA has received \$1.9 million in additional annual funding from HUD to provide support to 66 potentially homeless youth who are aging out of foster care. Kristy Johnson deserves full credit for turning in a very strong application. KCHA received 8% of the entire national pot. Between this award and recent awards under the Emergency Housing Voucher and VASH programs, KCHA has the opportunity to bring over 1000 additional households out of homelessness over the next year. This will be one of the agency's main points of focus in the coming months.

KCHA also received \$660,000 in special fees for the HCV programs to support portability and special needs voucher costs. This is \$360,000 above what was projected in the 2021 budget.

The King County Flood Reduction Program awarded our properties in Bellevue \$676,000 in grants to assist in addressing stream erosion issues at the Illahee, Sandpiper East and Friendly Village complexes.

The US Bank branch in Skyway has been transitioned to KCHA ownership and we are working with the community to convert it to a neighborhood resource center.

The City of Kirkland is in the process of purchasing a 6 unit complex in the Juanita Beach neighborhood and has proposed transitioning it to KCHA ownership at a significantly reduced purchase price. We are in discussions with them and anticipate bringing a proposal to the Board by the end of the year. This is a high opportunity neighborhood and acquisition would provide KCHA with an opportunity to turn on additional banked public housing subsidies.

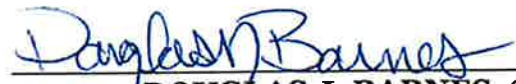
XIII. COMMISSIONER COMMENTS

None.

XIV. ADJOURNMENT

Chair Barnes adjourned the meeting at 10:50 a.m.

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


DOUGLAS J. BARNES, Chair
Board of Commissioners


STEPHEN J. NORMAN
Secretary