



MEETING OF THE BOARD OF COMMISSIONERS

VIRTUAL MEETING

Monday, March 21, 2022

[Zoom Meeting:](#)

[https://kcha-
org.zoom.us/j/84781916565?pwd=WXdYbnJtU1JmUnJ
GMHlHVXFHZNArZz09](https://kcha-org.zoom.us/j/84781916565?pwd=WXdYbnJtU1JmUnJGMHlHVXFHZNArZz09)

PASSCODE: KCHA

Meeting ID: 847 8191 6565

Dial by your location
1 253 215 8782 US (Tacoma)

King County Housing Authority
700 Andover Park West
Tukwila, WA 98188



VIRTUAL MEETING OF THE BOARD OF COMMISSIONERS AGENDA

March 21, 2022
8:30 a.m.

King County Housing Authority
Snoqualmie Conference Room
700 Andover Park West
Tukwila, WA 98188

I. Call to Order

II. Roll Call

III. Public Comment

IV. Approval of Minutes

1

A. Board Meeting Minutes – February 22, 2022

B. Board Meeting Minutes – March 8, 2022 – Executive Session

V. Approval of Agenda

VI. Consent Agenda

2

A. Voucher Certification Reports for January 2022

B. **Resolution No. 5715** – Resolution Authorizing the Payment of an Accomplishment Incentive for the Executive Director for Calendar Year 2021

VII. Briefings & Reports

- A. Risk Management/Insurance Coverage Presentation **3**
- B. Office of EDI Update **4**
- C. Completion of Renovations of Bellevue Manor, Abbey Ridge and Woodland North **5**
- D. KCHA Office Re-opening Status and Considerations **6**
- E. 2022 State Legislative Session Review **7**

VIII. Executive Director Report

IX. KCHA in the News **8**

X. Commissioner Comments

XI. Adjournment

Members of the public who wish to give public comment: We are only accepting written comments for the time being due to COVID-19. Please send your written comments to kamir@kcha.org prior to the meeting date. If you have questions, please call 206-574-1206.

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

Tuesday, February 22, 2022

I. CALL TO ORDER

The special meeting of the King County Housing Authority Board of Commissioners was held virtually on Tuesday, February 22, 2022. There being a quorum, the virtual meeting was called to order by Vice-Chair Palmer at 8:31 a.m.

II. ROLL CALL

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

III. PUBLIC COMMENT

No Public Comment.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – January 18, 2022

On motion by Commissioner John Welch, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the January 18, 2022 Meeting Minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner John Welch, and seconded by Commissioner Terry Stewart, the Board unanimously approved the February 22, 2022 virtual Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Report for December 2021

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner Doug Barnes, the Board unanimously approved the February 22, 2022 virtual Board of Commissioners' meeting consent agenda.

VII. BRIEFINGS AND REPORTS

A. Housing Choice Voucher Program Overview & Update

Anneliese Gryta, Deputy Executive Director of Housing Assistance Programs, gave a high-level overview of the KCHA Housing Choice Voucher Program, focusing on areas such as voucher types and funding, participant demographics, and program challenges and opportunities.

Questions of Commissioners were answered.

B. 2021 Year End Capital Expenditure Report and 2022 Planned Projects

Nikki Parrott, Director of Capital Construction and Weatherization, presented the Capital Construction Activity Year End Review with the 2021 Results and the 2022 Budget.

The report encompassed activity from four separate departments: Capital Construction, Hope VI, Asset Management, and Property Management.

Questions of Commissioners were answered.

C. Greenbridge Brief History and Update

John Eliason, Development Director for HOPE VI, and Kevin Preston, Senior Development Manager, presented a history of the Greenbridge site, starting when it was formerly known as Park Lakes Homes, and walking through the dramatic transformation to what it is today.

D. 2021 Year End Investment Report

Craig Violante, Interim Deputy Executive Director/Chief Administrative Officer gave a recap of the 2021 investment results and the strategy for 2022. Mr. Violante reported that his intention is for this to be the final annual investment report, with quarterly updates taking its place beginning in 2022.

Questions of Commissioners were answered.

E. Fourth Quarter 2020 Summary Write-off Report

Bill Cook, Director of Property Management, gave a brief update regarding the Fourth Quarter Write-Off Report and the current state of overall delinquent accounts.

VIII. EXECUTIVE DIRECTOR REPORT

Interim Executive Director Dan Watson reported that although employees are concerned about the vaccination mandate, it is believed that the vast majority of staff have either complied with the mandate or have received exemptions based on medical or religious grounds. It is projected that two employees will be leaving KCHA. The deadline for vaccinations is February 28, 2022.

Mr. Watson praised the hard work of the entire HR team, with special thanks to Tonya Harlan and Therese Ross.

Federal Update

- The Federal Government is still operating under a Continuing Resolution, although Mr. Watson expressed confidence that Congress will eventually adopt an annual budget.
- The proposed Build Back Better legislation is still stalled and ultimate passage is now in serious doubt.

State Update

- **HB 1643 - Real Estate Excise Tax (REET) Exemption for Affordable Housing**

HB 1643 provides a statutory exemption from the REET on transfers of property to public housing authorities, non-profit organizations, and local governments who will use the property for affordable housing. This bill has passed out of the House, moved through Senate Committees, and is ready for a full vote in the Senate.

- **HB 1975-Property Management Companies and Public Housing Authorities**

This bill clarifies that when routine maintenance work is funded by tenant rents at unsubsidized workforce housing properties, the work is not subject to public work requirements. This bill is moving through the process and is ready for a vote before the full Senate.

Both bills had amendments added in the Senate, and the House will need to “concur” with these amendments before they go to the Governor for his signature.

Mr. Watson thanked Andrew Calkins, Director of Policy and Intergovernmental Affairs, for his hard work on moving these pieces of legislation forward.

IX. KCHA in the News

None.

X. COMMISSIONER COMMENTS

Thanked everyone for the presentations, very educational.

XI. ADJOURNMENT

Vice-Chair Palmer adjourned the meeting at 10:28 a.m.

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

DOUGLAS J. BARNES, Chair
Board of Commissioners

DANIEL WATSON
Secretary

**MEETING MINUTES
OF THE
KING COUNTY HOUSING AUTHORITY
SPECIAL BOARD OF COMMISSIONERS
VIRTUAL MEETING – EXECUTIVE SESSION ONLY**

Tuesday, March 8, 2022

I. CALL TO ORDER

The telephonic special Executive Session meeting of the King County Housing Authority Board of Commissioners was held on Tuesday, March 8, 2022 via Zoom. There being a quorum, the meeting was called to order by Chair Doug Barnes at 10:31 a.m.

II. ROLL CALL

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

IX. EXECUTIVE SESSION

This special meeting in executive session is held to review the performance of a public employee (RCW 42.30.110 (1) (g)).

XIII. ADJOURNMENT

Chair Barnes adjourned the meeting at 10:57 a.m.

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

DOUGLAS J. BARNES, Chair
Board of Commissioners

DANIEL WATSON
Secretary

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To: Board of Commissioners
From: Ai Ly, Associate Director of Finance
Date: March 2, 2022
Re: **VOUCHER CERTIFICATION FOR JANUARY 2022**

I, Ai Ly, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claims represented by the vouchers listed below were just obligations of the Housing Authority of the County of King, and that I am authorized to authenticate and certify said claims.

 Ai Ly
 Associate Director of Finance
 March 2, 2022

Bank Wires / ACH Withdrawals		30,506,284.71
	<i>Subtotal</i>	30,506,284.71
Accounts Payable Vouchers		
Key Bank Checks - #338328-338780		3,109,374.06
Tenant Accounting Checks - #11589-11606		4,109.48
	<i>Subtotal</i>	3,113,483.54
Payroll Vouchers		
Checks - #92856-92888		38,579.41
Direct Deposit		2,003,675.21
	<i>Subtotal</i>	2,042,254.62
Section 8 Program Vouchers		
Checks - #636557-636948 & 637331		212,711.87
ACH - #534556-537241		17,504,632.09
	<i>Subtotal</i>	17,717,343.96
Purchase Card / ACH Withdrawal		-
	<i>Subtotal</i>	-
	GRAND TOTAL	\$ 53,379,366.83

TO: THE BOARD OF COMMISSIONERS, HOUSING AUTHORITY OF
THE COUNTY OF KING, WASHINGTON

FROM: Wen Xu, Director of Asset Management

I, Wen Xu, do hereby certify under penalty of perjury that the claims represented by the wire transactions below were just, due, and unpaid obligations against the Housing Authority, and that I, and my designees, are authorized to authenticate and certify said claims.

Wen Xu

Date

Property	Wired to Operating Account for Obligations of Property			Notes:
	Date	Wire Transaction	Claim	
Argyle	01/05/2022	20,453.76	A/P & Payroll	
Ballinger Commons	01/05/2022	13,180.10	EPRAP correction - to Emerson	
Ballinger Commons	01/05/2022	3,089.78	EPRAP correction - to Villages at south	
Ballinger Commons	01/05/2022	68,413.93	A/P & Payroll	
Bellepark	01/05/2022	6,349.90	A/P	
Emerson	01/05/2022	20,456.82	A/P & Payroll	
GILMAN SQUARE	01/05/2022	41,296.49	A/P & Payroll	
Hampton Greens	01/05/2022	7,470.28	A/P	
Kendall Ridge	01/05/2022	8,983.90	A/P	
Landmark	01/05/2022	2,227.21	A/P	
Meadowbrook	01/05/2022	21,913.71	A/P & Payroll	
Riverstone	01/05/2022	40,438.22	A/P	
Surrey Downs	01/05/2022	20,536.40	A/P & Payroll	
Villages at South Station	01/05/2022	43,249.56	A/P & Payroll	
Woodside East	01/05/2022	100,390.37	A/P	
ALPINE RIDGE	01/06/2022	4,589.89	A/P & Payroll	
ARBOR HEIGHTS	01/06/2022	16,166.93	A/P & Payroll	
Aspen	01/06/2022	5,783.86	A/P & Payroll	
Auburn Square	01/06/2022	15,226.01	A/P & Payroll	
Carriage House	01/06/2022	14,703.33	A/P & Payroll	
Carrington	01/06/2022	42,228.45	A/P & Payroll	
CASCADIAN	01/06/2022	60,417.20	A/P & Payroll	
Colonial Gardens	01/06/2022	7,269.52	A/P & Payroll	
Cottonwood	01/06/2022	16,219.39	A/P & Payroll & OCR	
Cove East	01/06/2022	45,813.94	A/P & Payroll & OCR	
FAIRWOOD	01/06/2022	10,838.72	A/P & Payroll	
HERITAGE PARK	01/06/2022	9,298.51	A/P & Payroll	
Juanita View	01/06/2022	17,098.33	A/P & Payroll & OCR	

Kirkland Heights	01/06/2022	30,097.75	A/P & Payroll & OCR
LAURELWOOD	01/06/2022	9,203.48	A/P & Payroll
Meadows	01/06/2022	6,341.88	A/P & Payroll
Newport	01/06/2022	19,441.75	A/P & Payroll
Newporter	01/06/2022	9,122.91	A/P & Payroll
NIA APARTMENTS	01/06/2022	37,714.50	A/P & Payroll & OCR
OVERLAKE TOD	01/06/2022	26,014.01	A/P & Payroll
Parkwood	01/06/2022	3,734.74	A/P & Payroll
Pinewood	01/06/2022	10,940.59	A/P & Payroll
RAINIER VIEW I	01/06/2022	12,199.43	A/P & debt Service
RAINIER VIEW II	01/06/2022	11,589.96	A/P & debt Service
Sandpiper East	01/06/2022	10,180.19	A/P & Payroll
SI VIEW	01/06/2022	4,570.72	A/P & debt Service
SOUTHWOOD SQUARE	01/06/2022	8,906.61	A/P & Payroll
Timberwood	01/06/2022	15,722.50	A/P & Payroll
Walnut Park	01/06/2022	11,642.54	A/P & Payroll
WINDSOR HEIGHTS	01/06/2022	37,898.09	A/P & Payroll
Woodridge Park	01/06/2022	12,796.84	A/P & Payroll
Bellepark	01/12/2022	13,271.81	A/P & Payroll
Hampton Greens	01/12/2022	29,411.42	A/P & Payroll
Kendall Ridge	01/12/2022	14,018.14	A/P & Payroll
Landmark	01/12/2022	21,056.41	A/P & Payroll
Riverstone	01/12/2022	24,988.05	A/P & Payroll
Woodside East	01/12/2022	13,089.03	A/P & Payroll
ALPINE RIDGE	01/13/2022	2,935.71	A/P
Aspen	01/13/2022	12,670.79	A/P
Auburn Square	01/13/2022	3,046.91	A/P
Carriage House	01/13/2022	13,571.60	A/P
Carrington	01/13/2022	6,996.08	A/P
CASCADIAN	01/13/2022	3,505.00	A/P
Colonial Gardens	01/13/2022	1,588.63	A/P
FAIRWOOD	01/13/2022	6,232.21	A/P
HERITAGE PARK	01/13/2022	6,244.45	A/P
Meadows	01/13/2022	8,444.22	A/P
Newport	01/13/2022	104,579.73	A/P
Newporter	01/13/2022	3,511.98	A/P
OVERLAKE TOD	01/13/2022	59,592.34	A/P & OCR & Debt Service
Parkwood	01/13/2022	9,949.02	A/P
Pinewood	01/13/2022	1,980.13	A/P
RAINIER VIEW I	01/13/2022	7,951.37	A/P

RAINIER VIEW II	01/13/2022	7,091.06	A/P	
Sandpiper East	01/13/2022	8,887.99	A/P	
SI VIEW	01/13/2022	2,540.46	A/P	
SOUTHWOOD SQUARE	01/13/2022	19,390.08	A/P	
Timberwood	01/13/2022	10,698.22	A/P	
Vashon Terrace	01/13/2022	1,741.67	A/P	
Walnut Park	01/13/2022	51,700.35	A/P	
WINDSOR HEIGHTS	01/13/2022	37,428.77	A/P	
Woodridge Park	01/13/2022	8,879.57	A/P	
LAURELWOOD	01/14/2022	7,677.67	A/P	
Newport	01/14/2022	13,591.00	A/P	
Argyle	01/19/2022	42,551.08	A/P & Payroll	
Ballinger Commons	01/19/2022	114,940.85	A/P & Payroll	
Bellepark	01/19/2022	3,799.71	A/P	
Emerson	01/19/2022	77,102.58	A/P & Payroll	
GILMAN SQUARE	01/19/2022	31,728.10	A/P & Payroll	
Hampton Greens	01/19/2022	22,112.55	A/P	
Kendall Ridge	01/19/2022	56,268.13	A/P	
Landmark	01/19/2022	60,555.37	A/P	
Meadowbrook	01/19/2022	24,868.70	A/P & Payroll	
Riverstone	01/19/2022	73,517.59	A/P	
Surrey Downs	01/19/2022	67,854.55	A/P & Payroll	
Villages at South Station	01/19/2022	76,375.92	A/P & Payroll	
Woodside East	01/19/2022	60,410.83	A/P	
ALPINE RIDGE	01/20/2022	4,846.10	A/P & Payroll	
ARBOR HEIGHTS	01/20/2022	33,793.57	A/P & Payroll	
Aspen	01/20/2022	31,985.87	A/P & Payroll	
Auburn Square	01/20/2022	12,391.78	A/P & Payroll	
Ballinger Commons	01/20/2022	23,747.00	EPRAP correction - to Villages at south	
Ballinger Commons	01/20/2022	19,810.00	EPRAP correction - to Emerson	
Carriage House	01/20/2022	17,022.44	A/P & Payroll	
Carrington	01/20/2022	8,924.84	A/P & Payroll	
CASCADIAN	01/20/2022	21,047.69	A/P & Payroll	
Colonial Gardens	01/20/2022	10,203.61	A/P & Payroll	
FAIRWOOD	01/20/2022	20,867.82	A/P & Payroll	
HERITAGE PARK	01/20/2022	9,413.42	A/P & Payroll	
LAURELWOOD	01/20/2022	10,351.11	A/P & Payroll	
Meadows	01/20/2022	11,584.58	A/P & Payroll	
Newport	01/20/2022	32,436.57	A/P & Payroll	
Newporter	01/20/2022	17,464.93	A/P & Payroll	

OVERLAKE TOD	01/20/2022	61,455.60	A/P & Payroll
Parkwood	01/20/2022	12,835.93	A/P & Payroll
Pinewood	01/20/2022	14,250.31	A/P & Payroll
RAINIER VIEW I	01/20/2022	6,440.51	A/P
RAINIER VIEW II	01/20/2022	4,843.31	A/P
Sandpiper East	01/20/2022	18,881.03	A/P & Payroll
SI VIEW	01/20/2022	3,766.54	A/P
SOUTHWOOD SQUARE	01/20/2022	16,935.11	A/P & Payroll
Timberwood	01/20/2022	59,364.48	A/P & Payroll
Vashon Terrace	01/20/2022	6,673.27	A/P
Walnut Park	01/20/2022	20,347.40	A/P & Payroll
WINDSOR HEIGHTS	01/20/2022	37,025.61	A/P & Payroll
Woodridge Park	01/20/2022	38,309.29	A/P & Payroll
Cottonwood	01/21/2022	16,995.54	A/P & Payroll
Cove East	01/21/2022	29,469.68	A/P & Payroll
Juanita View	01/21/2022	34,089.24	A/P & Payroll
Kirkland Heights	01/21/2022	77,001.24	A/P & Payroll
NIA APARTMENTS	01/21/2022	25,263.41	A/P & Payroll
Ballinger Commons	01/26/2022	19,719.12	EPRAP correction - to Gilman
Ballinger Commons	01/26/2022	13,348.03	EPRAP correction - to Emerson
Bellepark	01/26/2022	23,351.72	A/P & Payroll
Hampton Greens	01/26/2022	41,949.18	A/P & Payroll
Kendall Ridge	01/26/2022	33,621.91	A/P & Payroll
Landmark	01/26/2022	25,661.22	A/P & Payroll
Riverstone	01/26/2022	31,323.23	A/P & Payroll
Woodside East	01/26/2022	31,828.36	A/P & Payroll
ALPINE RIDGE	01/27/2022	2,318.60	A/P & Management Fee and OCR
ARBOR HEIGHTS	01/27/2022	5,331.59	A/P & Management Fee and OCR
Aspen	01/27/2022	5,980.51	A/P & Management Fee and OCR
Auburn Square	01/27/2022	26,565.47	A/P & Management Fee and OCR
Carriage House	01/27/2022	32,390.28	A/P & Management Fee and OCR
Carrington	01/27/2022	7,687.54	A/P & Management Fee and OCR
CASCADIAN	01/27/2022	12,966.17	A/P & Management Fee and OCR
Colonial Gardens	01/27/2022	10,172.74	A/P & Management Fee and OCR
FAIRWOOD	01/27/2022	35,829.26	A/P & Management Fee and OCR
HERITAGE PARK	01/27/2022	6,313.52	A/P & Management Fee and OCR
LAURELWOOD	01/27/2022	9,461.27	A/P & Management Fee and OCR
Meadows	01/27/2022	20,682.58	A/P & Management Fee and OCR
Newport	01/27/2022	2,099.35	A/P & Management Fee and OCR
Newporter	01/27/2022	31,397.73	A/P & Management Fee and OCR

OVERLAKE TOD	01/27/2022	23,089.57	A/P & Management Fee and OCR	
Parkwood	01/27/2022	5,628.89	A/P & Management Fee and OCR	
Pinewood	01/27/2022	10,828.84	A/P & Management Fee and OCR	
RAINIER VIEW I	01/27/2022	2,426.04	A/P	
Sandpiper East	01/27/2022	14,054.27	A/P & Management Fee and OCR	
SI VIEW	01/27/2022	10,572.00	A/P	
SOUTHWOOD SQUARE	01/27/2022	36,667.35	A/P & Management Fee and OCR	
Tall Cedars	01/27/2022	24,990.67	A/P & Payroll	
Timberwood	01/27/2022	27,612.68	A/P & Management Fee and OCR	
Vashon Terrace	01/27/2022	331.02	A/P	
Walnut Park	01/27/2022	28,279.92	A/P & Management Fee and OCR	
WINDSOR HEIGHTS	01/27/2022	23,326.57	A/P & Management Fee and OCR	
Woodridge Park	01/27/2022	16,436.60	A/P & Management Fee and OCR	
ARBOR HEIGHTS	01/28/2022	8,768.71	A/P	
TOTAL	162 Wires	\$ 3,645,422.17		

THE HOUSING AUTHORITY OF THE COUNTY OF KING

RESOLUTION NO. 5715

**RESOLUTION AUTHORIZING THE PAYMENT OF AN ACCOMPLISHMENT INCENTIVE FOR
THE EXECUTIVE DIRECTOR FOR CALENDAR 2021**

WHEREAS, the Executive Director of the Housing of the County of King entered into an Employment Contract (the “Contract”) with the Housing Authority effective from January 1, 2019 to December 31, 2021; and

WHEREAS Section 1(C) of the Contract conveys to the Executive Director the eligibility to receive an annual Retention and Accomplishment Incentive (the “Incentive”); and

WHEREAS Sections 1(C)(1) through 1(C)(4) of the Contract describe the procedure for the Executive Director to be eligible for the Incentive, including the proposal and adoption of performance goals for the Executive Director and for KCHA; and

WHEREAS Sections 1(C)(3) and 1(C)(4) of the Contract address the procedures and timing for the review of the Executive Director’s performance, including the accomplishment of all adopted goals; and

WHEREAS the Board of Commissioners reviewed the performance of the Executive Director in Executive Session on March 8, 2022 in relation to the achievement of the 2021 Performance goals;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING:

In recognition of the achievement of the 2021 Performance Goals by the Executive Director adopted by the Board of Commissioners pursuant to Section 1(C)(1) of the Contract, the Executive Director shall receive an Incentive payment in the amount of \$25,000. The awarded amount shall be paid no later than April 29, 2022.

ADOPTED AT THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING THIS 21st DAY OF MARCH, 2022.

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

DOUG BARNES, Chair
Board of Commissioners

DANIEL WATSON
Secretary-Treasurer

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To: Board of Commissioners

From: Ginger Peck, Risk Manager

Date: March 15, 2022

Re: **Annual Risk Management Update**

Staff from both KCHA and Parker, Smith & Feek will update the Board on key risk management issues from 2021 and provide some insight into trends for 2022 and beyond. Topics will include:

Property Insurance: KCHA carries blanket property insurance for \$2.4 billion in total insured property values (TIV). The TIV increased 20% over the previous year due to additional property acquisitions and increasing replacement values stemming from spiking construction costs. The blanket policy provides KCHA with additional coverage in the event a building loss exceeds its individual insured value. Generally, KCHA elects to self-insure flood, storm and earthquake risk unless an outside party requires these types of coverage.

General Liability Insurance: KCHA carries \$15 million in general liabilities coverage using a mix of primary and excess liability policies.

Other Liability Coverage: KCHA carries cyber liability, contractor's pollution, and a \$5 million management liability policy. Of note, Sexual Assault and Misconduct (SAM) coverage has become increasingly difficult and costly to obtain because of the statutory environment. We insure our SAM exposure with a mix of self-insurance, vicarious liability, and/or third-party liability policies of up to \$500,000 per location.

Workers Compensation: The Department of Labor & Industries (L & I) increased KCHA's premiums and experience rating to 1.602, where 1.0 is the average for our industry class. L&I uses a three year look-back period to calculate premiums and ratings, and although recent claim frequency has decreased, costs have trended upward.

Costs and Trends: Premiums increased by double digits across all lines of insurance, with specific drivers including new property acquisitions, KCHA's loss history, and the rising cost of construction which influences replacement values. Cyber liability and general liability risks outside of KCHA also adversely influenced rates. Susan Stead, Vice President at Parker Smith and Feek, will provide the board with perspectives about the market and underwriting trends that shapes KCHA's costs.

Carriers: 2022 marked the second renewal with Philadelphia Insurance Services after KCHA switched from risk retention pools. We were pleased to renew with Chubb for a third year of employment liability coverage. These developing relationships are beneficial to KCHA.

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To: Board of Commissioners

From: S. Scarleth Lever Ortiz, Senior Director, Office of Equity, Diversity & Inclusion (EDI)

Date: March 21, 2022

Re: Office of EDI Updates

KCHA aspires to become an anti-racist organization both, within the agency, and in the communities it serves. To that end, KCHA established the Office of Equity, Diversity and Inclusion (EDI) in the summer of 2021 to help shape and lead organization-wide strategy to embed EDI into every aspect of KCHA's work, acknowledging a range of intersectional identities and placing an intentional emphasis on racial equity.

KCHA's Executive Team is committed to provide the organizational infrastructure to become an anti-racist organization. The Office of EDI is preparing to provide the agency-wide support, including to the Board of Commissioners, needed to help KCHA live out EDI values in its work every day to enhance and achieve KCHA's mission, vision and strategic goals.

Ji Soo Kim, Inaugural EDI Program Manager, and I, will strive to have equity at the heart of everything we do, as it is front and center of KCHA's mission and in alignment with our personal commitment to this work. In the coming years, we plan to build a best-in-class EDI program. During our brief presentation, we will reiterate the connection between our office to KCHA's mission, vision, and the commitments made by KCHA's Board and Leadership to promote anti-racism and develop a more equitable workplace. We will also share updates on the current organizational structure of our office, highlights of the activities performed from July 2021 – February 2022 and 2022 tentative milestones and timeline.

Furthermore, we will share preliminary observations of KCHA's efforts to foster a culture of belonging amid a polarized nation/world. We would use "The System Thinking Iceberg" tool to depict the current climate, where issues of politics, culture, and social debate have fully entered the workplace, and the steps we are taking to allow employees to bring their whole selves to work to create a more inclusive and productive work environment. Finally, we will honor KCHA's Land Acknowledgment and provide key facts and figures about Women's History Month.

Office of Equity, Diversity and Inclusion

Established in July 2021



The First 7-months At-A-Glance

Board of Commissioners
March 21st, 2022 Meeting

Agenda

1. The Why?

- KCHA's Mission & Vision
- KCHA Leadership & Board's Commitments

2. The What?

- Office of Equity, Diversity & Inclusion Overview
- Preliminary Timeline & Milestones

3. The How?

- Preliminary Observations of Current Workplace Climate
- System Thinking Iceberg
- Cultural Awareness Highlights



The Why

KCHA'S MISSION VISION AND COMMITMENTS

KCHA's Mission & Vision



Mission

Provide innovative, effective, and equitable housing solutions so that all people and communities can prosper.

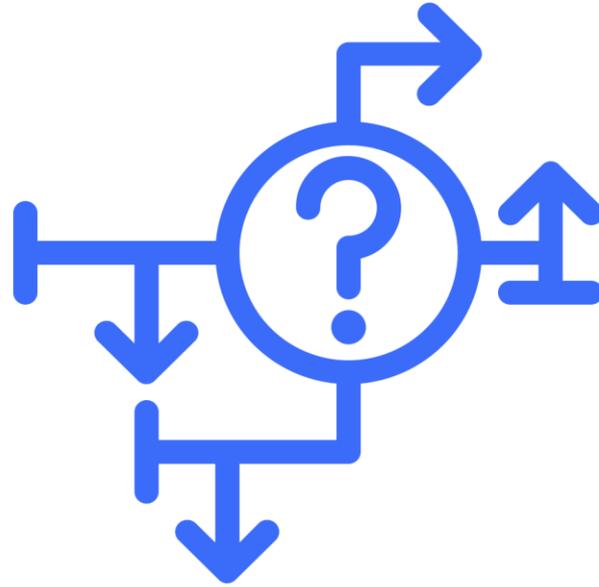
Vision

All residents of King County have quality affordable housing.

KCHA's Board & Executive Leadership

Shared Goals

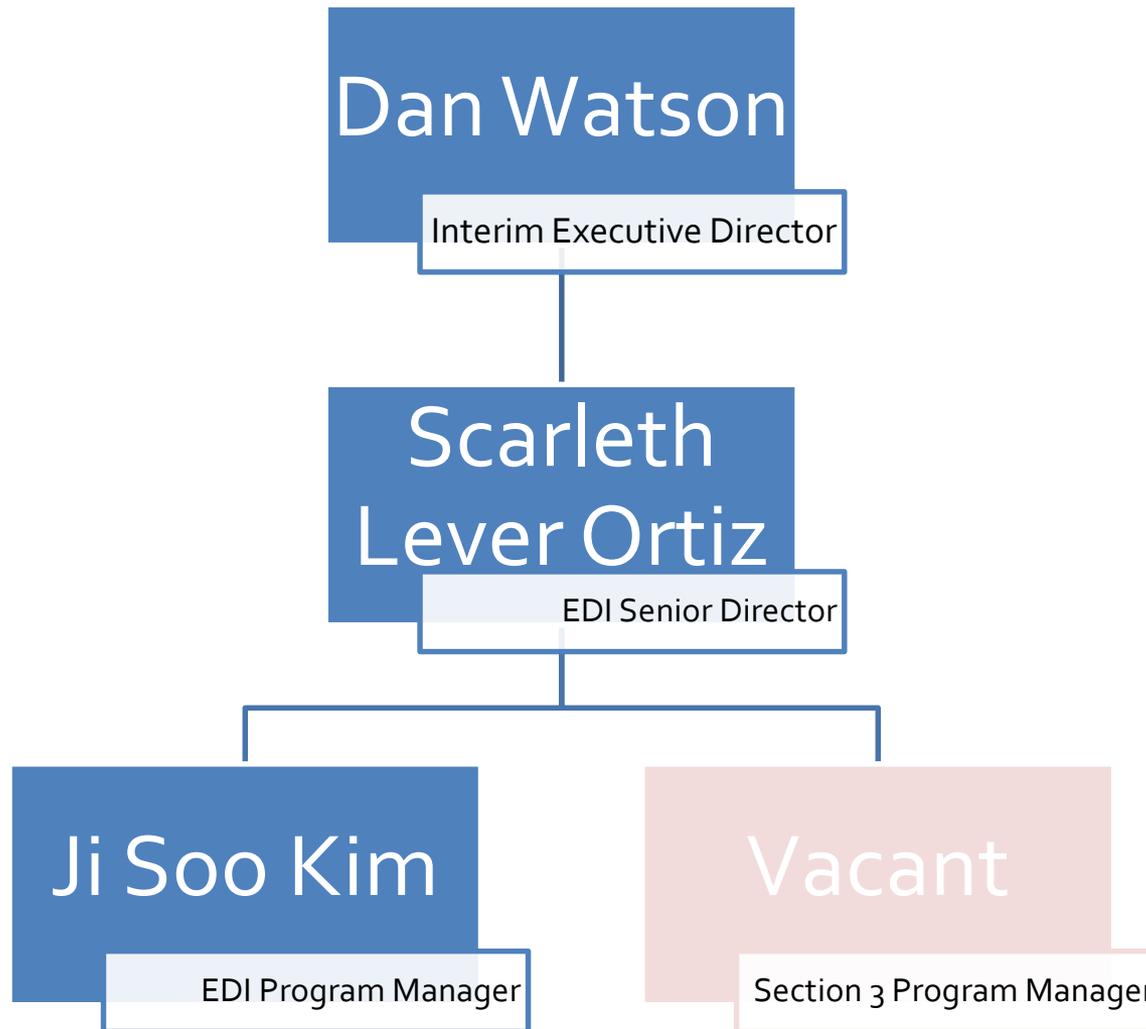
1. Support the vision, mission, values and work of King County Housing Authority's leadership team soon to be hired Senior Director of Equity Diversity & Inclusion, Human Resources, and the Racial, Equity, Diversity and Inclusion Team (REDI) to develop and implement a set of recommendations that further support and implement diversity, equity and inclusion practices
2. Commit to continued development of anti-racist, equitable leadership practices among all board members, KCHA's executive leadership, senior management and all KCHA employees.
3. Commit to conducting regular reviews of compensation and promotion policies and practices to ensure compensation equity, parity and opportunities for professional growth for all KCHA staff.
4. Ensure a process is in place for both filling and supporting leadership level positions that is aligned with KCHA's commitment to diversity, equity, inclusion and transparency.
5. Continue to support coaching plans for KCHA's leadership and senior management team to provide continuous improvement of communication and leadership practices that uphold our organizational values and contribute to a thriving workplace environment for all.



The What

OFFICE OF EQUITY, DIVERSITY & INCLUSION OVERVIEW

Office of Equity, Diversity & Inclusion



Office of Equity, Diversity & Inclusion

Scarleth Lever Ortiz, Senior Director of Equity, Diversity & Inclusion



- Joined July 2021
- “Housing is a human right and a key pillar to our physical and mental health. I am committed to uncover and challenge the deeply held, and often unconscious beliefs, created by racism & classism that perpetuate the unequal access to affordable, safe and decent housing for all”

Ji Soo Kim, Equity Diversity & Inclusion Program Manager



- Joined February 2022
- “I believe that EDI is a vital part of affordable housing. White supremacy and racist policies shaped who has access to housing today, so the pathway to equal housing opportunity for all is through anti-racism and the dismantling of oppressive institutions”

July 2021 – February 2022

Research & Discovery

- 1:1 Intro Meetings
- Document/Report Reviews
- KCHA's Board of Commissioners EDI Sub-Committee
- Best Practice Research
- Executive Team EDI Pilot Assessment

Cross-Departmental Collaborations

- Preliminary Equity Reviews
 - Alternative Work Arrangements (Phase 0)
 - Compensation Study & Equity Analysis
 - HCV Fraud
 - Data/Reporting
- Preliminary Engagement Strategy Review
 - Surveys/Feedback
- King County Refugee Housing Task Force
- Language Access Plan Revision

KCHA Committees

- Staff Data Dashboard
- Courageous Conversations Practitioner Certificate
- Monthly Co-Chair Meetings
 - Data Integrity
 - Environmental Health & Safety
 - Green Team
 - REDI
 - Wellness & Resiliency
- Safety & Emergency Preparedness
- Employee Association

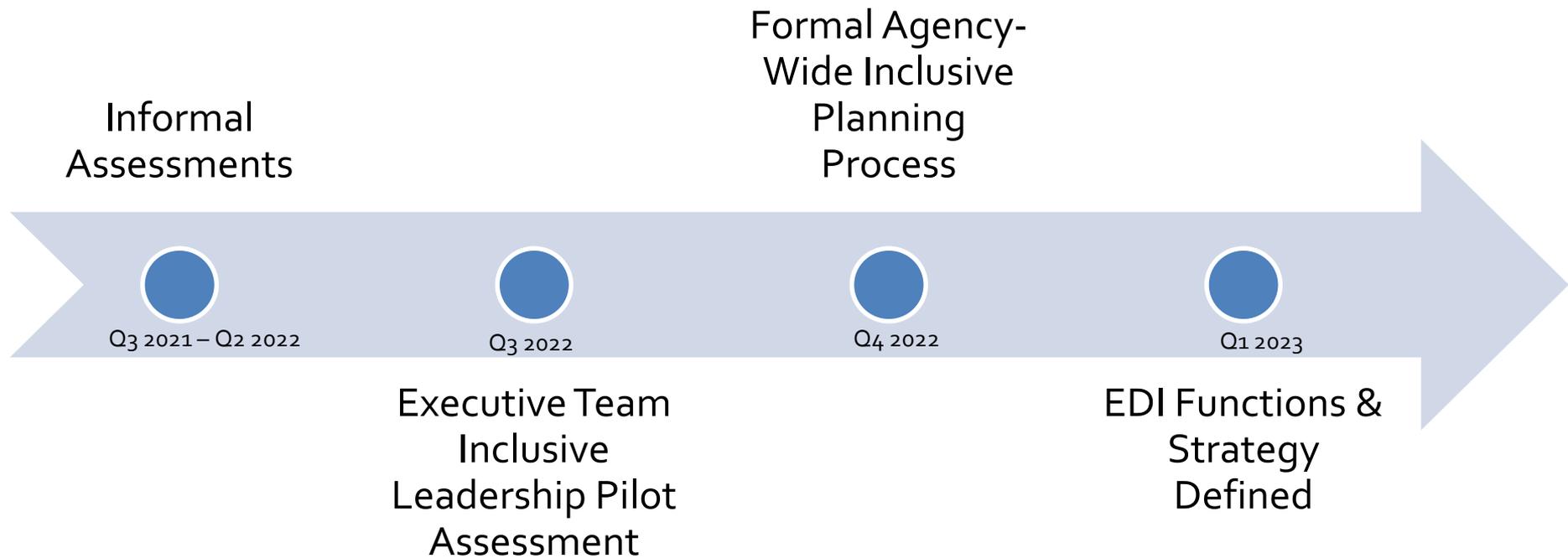
Section 3 Rule

- Cross-Departmental Working Group
- Open Recruitment for Section 3 Program Manager

Onboarding of Senior Director and EDI Program Manager

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Preliminary Timeline & Milestones





The How

PRELIMINARY OBSERVATIONS AND CURRENT WORKPLACE CLIMATE

Fostering a Culture of Belonging amid a Polarized Nation/World

Simone Biles and the Power of 'No'

By withdr
mental he
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Could the post-pandemic, hybrid workplace boost gender equality?

While flexible work polices have been praised for bolstering diversity in the workforce, when it comes to gender parity, it's unclear how much they'll help.

Afghanistan: The New Reality

Abortion: The great divide

The New York Times

Inflation Rises to 7.9 Percent for February 2022

Economists expect inflation to pick up even more in March because ... fade by the end of 2021 as the economy reopened from the pandemic and...



U.S. completes relocation of

Approximately 76,000 Afghan evacuees



Hate groups declined in 2021. But SPLC warns fringe ideology is going mainstream.



N'dea Yancey-Bragg

USA TODAY

ublished 1:32 p.m. ET March 9, 2022 | Updated 11:33 a.m. ET March 10, 2022



Russia's at war with Ukraine. Here's how we got here

Updated February 24, 2022 · 9:27 AM ET

We transform lives through housing

THE ICEBERG

A Tool for Guiding Systemic Thinking

EVENTS

React

Employees emails related to COVID-19 vaccine mandate

PATTERNS/TRENDS

Anticipate

What trends have there been over time?

Increased partisan polarization about the pandemic

UNDERLYING STRUCTURES

Design

What has influenced the patterns?

What are the relationships between the parts?

Pandemic fatigue, divisive media coverage, more stress at work, increased burnout

MENTAL MODELS

Transform

What assumptions, beliefs and values do people hold about the system? What beliefs keep the system in place?

Personal choice is one of the most important pieces of national identity. Amidst a public health crisis and the spread of misinformation, the Covid-19 vaccine has become a hotly debated matter of personal choice in the workplace.



The How

CULTURAL AWARENESS HIGHLIGHTS

KCHA's Land Acknowledgment

KCHA acknowledges and pays deep respect to the Coast Salish peoples, the original inhabitants of the Puget Sound region, and their sacred, ancestral, and contemporary lands. We hold gratitude for and honor each of these nations, their pasts, their presents, and their futures.

To view full text visit our website: [King County Housing Authority > About Us > Agency Overview \(kcha.org\)](https://www.kcha.org/about-us/agency-overview)

To learn more about native lands of your current/former residence visit: <https://native-land.ca/> or [text your zip code or your city and state to \(907\) 312-5085](https://www.kcha.org/about-us/agency-overview)





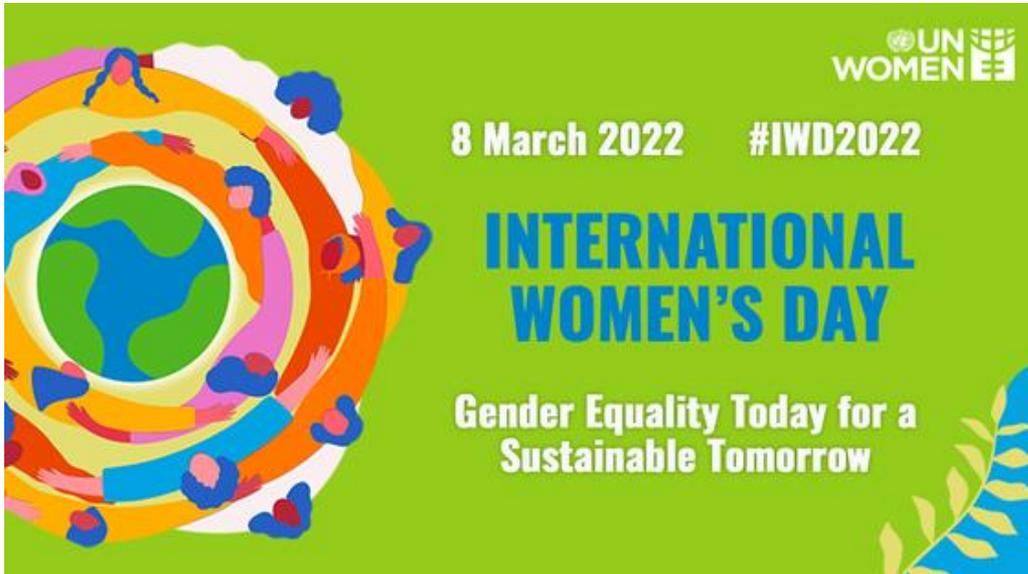
**2022 National Women's
History Theme**

We transform lives through housing

A tribute to the ceaseless work of caregivers and frontline workers during this ongoing pandemic and also a recognition of the thousands of ways that women of all cultures have provided both healing and hope throughout history.

- **KCHA's workforce and resident/participant population served are slightly majority female 53% and 58% respectively.**
- **94% of KCHA' single parent residents/participants are headed by female households.**

Latest Draft 3/15/2022 4 PM



2022 UN's International Women's Day Theme

Women and girls experience the greatest impacts of the climate crisis as it amplifies existing gender inequalities and puts women's lives and livelihoods at risk. Across the world, women depend more on, yet have less access to, natural resources, and often bear a disproportionate responsibility for securing food, water, and fuel.

- **KCHA's 5-year Sustainability Plan demonstrates our commitment to protect our environment to mitigate the disproportionate impact of climate change on women and low-income BIPOC communities.**

**WILL YOU
HELP BREAK
THE BIAS?**



International Women's Day

#IWD2022 #BreakTheBias

2022 International Women's Day Campaign Theme

Latest Draft 3/15/2022 4 PM

We transform lives through housing

This year's campaign is represented by the #BreakTheBias hashtag and calls on people to work towards a world that is equitable, inclusive, and free from bias and discrimination so the playing field is levelled for women moving forward.

- **Women are 51% of the population in the U.S. but make up only:**
 - 27% of Congress at large
 - 24% of the U.S. Senate
 - 27% of the U.S. House of Representatives
 - 0% of presidents of the United States
- **57% of KCHA's Leadership Team and Board of Commissioners is comprised of female 57% and 50% respectively**
- **KCHA established the Office of Equity, Diversity & Inclusion to keep us moving in the right direction!**

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To: Board of Commissioners

From: Dan Landes

Date: March 16, 2022

Re: Completion of Renovations of Bellevue Manor, Abbey Ridge and Woodland North

In 2020, King County Housing Authority created two partnerships to allow the Authority to utilize Low-Income Housing Tax Credit financing for the rehab of Abbey Ridge, Bellevue Manor and Woodland North Apartments. Despite encountering escalating construction costs, construction delays due to COVID-19, flooding, sinkholes and unforeseen levels of rot, the rehabs at all three properties were substantially completed by the end of 2021.

Staff will report on the work that was completed at each property, show pictures of the work, and give an overview of the final sources and uses and the financial impact on the Authority.



Tax Credit Renovations of Abbey Ridge, Bellevue Manor and Woodland North

Report to the KCHA Board of Commissioners
March 21, 2022

Tax Credit Renovations

- **Abbell LLLP**
 - Abbey Ridge Substantial Rehabilitation
 - Bellevue Manor Renovations
 - Investor: RBC Capital/JP Morgan Chase
 - \$32.5 MM in tax credit equity
- **Woodland North LLLP**
 - Woodland North Renovations
 - Investor: Boston Financial/Fannie Mae
 - \$14.2 MM in tax credit equity

Tax Credit Renovations Timeline

- Secured financing for transaction 12/2019
- Leased property to tax credit partnership
 - Abbell LLLP 02/2020
 - Woodland North LLLP 04/2020
- Rehab Work Started 04/2020
- Rehab Work Completed 12/2021
- Investor Equity Contributions
 - Abbell LLLP 10/2022, 01/2023
 - Woodland North LLLP 05/2022, 11/2022

Abbey Ridge

- Angle Lake Light Rail Station Area, SeaTac
- 146 Units
 - 1BR, 2BR & 3BR apartments
 - Managed by Coast
- Built in 1969
- Acquired by KCHA in 2016
- Rehabilitation Work (Allied Construction)
 - \$30.3 MM
 - Gut rehab of buildings
 - Extensive rot repair
 - Full envelope improvements (siding, windows, roofs)
 - Site work (utilities, retaining walls, landscaping)
 - Solar panels

Abbey Ridge – Before Rehab



Abbey Ridge



Abbey Ridge



Abbey Ridge – New Play Structure



Bellevue Manor

- Bellevue Way, Bellevue
- 66 Units
 - 1BR apartments for seniors
 - Project-Based Section 8 Contract
 - Managed by KCHA
- Built in 1978
- Acquired by KCHA in 2013 (part of Section 8 portfolio)
- Rehabilitation Work (CDK Construction, et. al.)
 - \$5.8 MM
 - New sprinkler system
 - Seismic upgrades
 - Full envelope improvements (siding, windows, roofs)
 - Selected unit upgrades
 - Landscaping
 - Solar panels

Bellevue Manor – Before Rehab



Bellevue Manor – New Sprinkler System



Bellevue Manor – Envelope Improvements



Bellevue Manor – Solar Panels



Woodland North

- Bothell Way NE, Lake Forest Park
- 105 Units
 - 0BR, 1BR & 2BR apartments
 - Managed by Allied Residential
- Built in 1980
- Acquired by KCHA in 1992
- Rehabilitation Work (Pioneer Human Services, A-1, Accord)
 - \$12.3 MM
 - Replacement of failing retaining wall
 - Seismic upgrades
 - Envelope improvements (siding, windows, roofs)
 - Extensive deck and stair repair
 - Upgrades to 63 units
 - Filling pool and creating new picnic area
 - Solar panels

Woodland North – Before Rehab



Woodland North – New Retaining Wall



Woodland North – Solar Panels and Deck Work



Woodland North – New Picnic Area



Woodland North – Unit Upgrades



Combined Source and Uses

SOURCES	
Tax Credit Equity	\$46,700,000
Weatherization Funds	300,000
New Tax-Exempt Bond Financing	10,200,000
King County TOD Loan	2,600,000
LESS: Financing Costs and Interest	(3,200,000)
Net New Sources	\$56,600,000
USES	
Design, Permitting and Construction Costs	\$48,500,000
KCHA Staffing Costs	1,500,000
Uses	\$50,000,000
NET PROCEEDS TO KCHA	\$6,600,000

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To: Board of Commissioners

From: Craig Violante, Deputy Executive Director/Chief Administrative Officer
and Tonya Harlan, Director of Human Resources

Date: March 14, 2022

Re: KCHA Office Re-opening Status and Considerations

As the COVID-19 pandemic appears to be waning and moving to the endemic stage, staff have begun work on the plan and process for re-opening and staffing all KCHA offices and buildings.

Each department has already created re-opening plans for conducting their departmental business. These plans will need to be updated and coordinated with the plans of other departments.

Moving to full office opening and “normal” operations will involve a series of steps and considerations before staff can return to work in a hybrid environment. Craig Violante will discuss some of the critical issues such as:

- A new Alternative Work Arrangement policy which will include the ability for some staff to continue to work remotely for some percentage of their work week, resulting in a “hybrid” workplace with some employees in the office and some working remotely.
- Training for staff around how to manage remote workers and how to be an effective and efficient employee in a hybrid work environment.
- The technological needs of a hybrid work place.
- Enhanced security needs.
- Space planning, revolving around the need for desk/office sharing and the use of “hot desks” for employees to use on an as-needed basis.

Tonya Harlan will also discuss KCHA vaccine mandate, the reasonable accommodations afforded unvaccinated staff, relaxation of masking requirements and the impact these policies will have on re-opening.

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To: Board of Commissioners
From: Andrew Calkins, Director of Policy & Intergovernmental Affairs
Date: March 21, 2022
Re: 2022 State Legislative Session Review

Background

On March 10, 2022, the Washington State Legislature concluded a fast-paced, 60-day legislative session. Major areas of focus for legislators included approving a biennial transportation budget, passing supplemental operating and capital budgets governing the remainder of the 2021-2023 biennium, and allocating \$1.2 billion in federal COVID-19 relief funding. The legislature also debated a number of policies dealing with land use, homelessness, criminal justice reform, and bills to address climate change. Addressing the state's dual affordable housing and homelessness crises continues to be of great concern for legislators.

During the March 21, 2022 Board of Commissioners meeting, staff will provide a summary of relevant legislative outcomes and KCHA's work during the session.

Session Summary

KCHA works at the state level to advocate for equitable policies that enhance the agency's ability to provide affordable housing and achieve its mission, that expand funding for affordable and supportive housing, and that more broadly improve the lives of low-income people in the region and across the state. We do this work in close partnership with the Association of Washington Housing Authorities and other state and local affordable housing advocacy organizations.

As a property owner, government agency, mission-driven social justice organization, and an administrator of tenant-based rental assistance, state legislation can affect KCHA in numerous ways. The following areas were of particular import during the 2022 legislative session:

- **Affordable Housing Development:** In addition to appropriating record amounts to finance affordable housing creation, the legislature also considered bills mandating that cities allow more varied and denser housing types, streamline the permitting processes, and provide tools to maximize affordable housing development around high-capacity transit stations. While land use policies did not move forward, the legislature did pass a real estate excise tax exemption on transfers of housing to non-profits and public housing authorities. This policy was originally passed during the 2020 legislative session, but was vetoed due to pandemic-related budget concerns.

The legislature also had the task of appropriating \$1.2 billion in COVID-19 relief dollars as part of their supplemental operating and capital budgets. This allowed budget writers extra capacity to fund affordable housing. The legislature appropriated over \$413 million in new funding for affordable housing creation, including \$113 million for the Housing Trust Fund and \$300 million for rapid acquisition of hotels and apartments for conversion into housing serving people exiting homelessness. The supplemental capital budget also included a significant \$70 million allocation to the state's low-income weatherization program, redirected from the federal infrastructure package passed in 2021.

- **Permanent Supportive Housing:** Funding permanent supportive housing – both capital and service needs – to support people exiting homelessness was a continued focus for legislators in 2022. Outcomes from this session included the creation of an advisory committee on permanent supportive housing within the Department of Commerce and the passage of the Apple Health and Homes Act, which creates a new supportive housing benefit for eligible individuals in the state's Medicaid program.
- **Housing Authority Residential Operations:** In partnership with the Vancouver Housing Authority, KCHA introduced and passed legislation to clarify longstanding practice in how the state's housing authorities have used property management services companies to operate unsubsidized workforce housing properties where operating and maintenance costs are funded by tenant rents. The legislation will ensure that KCHA's workforce housing properties continue to be affordable and well maintained.
- **Tenant Protection Issues:** While the legislature did not move forward any significant new policies dealing with landlord-tenant relations in 2022, there was no shortage of bold proposals. Legislators proposed policies to limit the ability of landlords to screen based on criminal history, create a fast track legal proceeding to enforce landlord violations of landlord-tenant law, mandate longer notice periods for large rent increases, and further update the state's evictions processes. These proposals were unsuccessful but will likely return in future legislative sessions.

Staff will discuss these issue areas in more detail during the March Board of Commissioners meeting.

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KCHA IN THE NEWS

March 21, 2022

HUD Commits to Better Climate Challenge

Posted By *Eric C. Peck* On March 3, 2022 @ 3:27 pm In Daily Dose,Featured,Government,News | [Comments Disabled](#)



U.S. Department of Housing & Urban Development (HUD) Secretary [Marcia L. Fudge](#) ^[1] recently joined Department of Energy (DOE) Secretary [Jennifer M. Granholm](#) ^[2] and White House National Climate Advisor [Gina McCarthy](#) ^[3] to announce the inaugural [Better Climate Challenge](#) ^[4], a private-public partnership led by the DOE. The initiative currently has more than 80 American businesses and organizations signed on to reach carbon reduction goals.



“The Challenge is not just about cutting carbon pollution, but about supporting communities that all too often bear the brunt of climate change, while seeing too few of the benefits from the energy transition,” said HUD Secretary Fudge. “We have a tremendous opportunity to deliver climate justice to disadvantaged communities, lower energy expenses in affordable housing, and accelerate mitigation efforts to protect at-risk communities from natural disasters and the impacts of climate change. That is why I’m pleased that of the organizations stepping up to this challenge, seven are public housing and multifamily partners, representing a bright future for more than 40,000 families. We are delighted to partner with DOE on this initiative and look forward to our continued work together.”

The Better Climate Challenge is a voluntary, market-based platform for organizations to come together and put in place ambitious, portfolio-wide, operational greenhouse gas (GHG) emissions reduction goals and showcase how they are taking necessary, measurable steps to address the impacts of climate change.

Of the inaugural partners who have committed to the Challenge, seven are public housing or multifamily partners serving 40,000 low- and moderate-income households across the country, including: Community Housing Partners, Foundation Communities, Homeowner's Rehab, King County Housing Authority, Seattle Housing Authority, Standard Communities, and the Tenderloin Neighborhood Development Corporation.

The program builds upon the success of the [Better Buildings, Better Plants Challenge](#) ^[5], and provides value to partnering organizations by: Engaging in market transformation with industry leaders; accessing peer-to-peer exchange and technical assistance network; and obtaining national recognition for achieving program milestones and GHG emissions reduction results.

"Companies across America are joining arms to lead the zero-carbon transition through smart, strategic climate solutions that slash building and factory emissions and significantly cut costs," said Energy Secretary Granholm. "With the help of DOE, the meaningful and measurable emissions reductions of the Better Climate Challenge will save American businesses billions of dollars, create good-paying jobs, and drive innovation that strengthens the entire U.S. economy."

Article printed from DSNews: <https://dsnews.com>

URL to article: <https://dsnews.com/daily-dose/03-03-2022/hud-commits-to-better-climate-challenge>

URLs in this post:

[1] Marcia L. Fudge: https://www.hud.gov/about/leadership/marcia_fudge

[2] Jennifer M. Granholm: <https://www.energy.gov/person/jennifer-m-granholm>

[3] Gina McCarthy: <https://www.whitehouse.gov/climate/>

[4] Better Climate Challenge: <https://betterbuildingsolutioncenter.energy.gov/better-climate-challenge#Info>

[5] Better Buildings, Better Plants Challenge:

<https://betterbuildingsolutioncenter.energy.gov/better-plants>

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