

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

Monday, May 22, 2023

I. CALL TO ORDER

The special monthly meeting of the King County Housing Authority Board of Commissioners was held as a hybrid meeting on Monday, May 22, 2023. There being a quorum, the hybrid meeting was called to order by Chair Barnes at 3:01 p.m.

II. ROLL CALL

Present: Commissioner Doug Barnes (Chair) (via Zoom), John Welch (via Zoom), Commissioner Regina Elmi (via zoom), Commissioner TerryLynn Stewart (via Zoom) and Commissioner Richard Jackson.

Introduction of Commissioner Richard Jackson to his first official KCHA Board meeting.

III. ELECTION OF OFFICERS

- A. Chairperson – Doug Barnes
- B. Vice-Chair – John Welch
- C. Secretary – Robin Walls

On motion by Commissioner TerryLynn Stewart to elect Commissioner Doug Barnes as Chairperson, Commissioner John Welch as Vice-Chair and Robin Walls as Secretary, and seconded by Commissioner Regina Elmi, the Board unanimously approved the election of officers.

IV. PUBLIC COMMENT

Resident Cindy Ference gave public comment.

V. APPROVAL OF MINUTES

- A. Board Meeting Minutes – April 17, 2023

On motion by Commissioner John Welch, and seconded by Commissioner Regina Elmi, the Board unanimously approved the April 17, 2023 Meeting Minutes.

VI. APPROVAL OF AGENDA

On motion by Commissioner Regina Elmi, and seconded by Commissioner Richard Jackson, the Board unanimously approved the May 22, 2023 hybrid Board of Commissioners' meeting agenda.

VII. CONSENT AGENDA

- A. Voucher Certification Reports for March 2023
- B. First Quarter 2023 Write-Off Report
- C. New Bank Accounts

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner John Welch, the Board unanimously approved the May 22, 2023 hybrid Board of Commissioners' meeting consent agenda.

VIII. RESOLUTIONS FOR DISCUSSION

A. Resolution No. 5747 – A RESOLUTION providing for the issuance of one or more series of revenue bonds in the aggregate principal amount of not to exceed \$130,000,000, the proceeds of which will be lent to New Kirkland Heights LLLP, and determining related matters.

B. Resolution No. 5748 – A RESOLUTION of the authorizing the Execution of financing, leasing, regulatory and related documents for the Kirkland Heights Low Income Housing Tax Credit development.

Dan Landes, Development Director explained at the April Board of Commissioners meeting, staff presented the project profile to the Board and discussed the redevelopment and expansion of Kirkland Heights. This meeting the Board is being asked to approve the resolutions authorizing the Authority to secure and provide the financing needed to move forward with the redevelopment.

On motion by Commissioner Regina Elmi, and seconded by Commissioner Richard Jackson, the Board unanimously approved Resolution 5747.

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner John Welch, the Board unanimously approved Resolution 5748.

C. Resolution No. 5749 – Authorizing Changes to the Public Housing Admission and Continued Occupancy Policy (ACOP) and the Administrative Plans (AD PLANS) for Tenant-Based and Project-Based Voucher Programs Relating to Household Eligibility

Anneliese Gryta, Deputy Executive Director of Housing Assistance explained the changes to the ACOP needed to help ensure compliance with HOTMA.

On motion by Commissioner John Welch, and seconded by Commissioner Regina Elmi, the Board unanimously approved Resolution 5749.

IX. BRIEFINGS & REPORTS

A. First Quarter 2023 Financial Report

Saeed Hajarizadeh, Deputy Executive Director, Chief Administrative Officer gave a brief update of the First Quarter Financial Report, noting that we were at 97.8% of budget.

B. Property Management and Security Presentation

Anneliese Gryta, Deputy Executive Director of Housing Assistance gave a full update to the Board.

- KCHA Property Management
 - Team
 - Central Applications Center
 - Unit Upgrade Division
- HUD Public Housing Dashboard
 - KCHA Occupancy Rate – 98.23%
 - National Occupancy Rate – 94.7%
- Partnership w/ KCHA's Resident Services Department
 - Promoting Housing Stability
 - Building Economic Self Sufficiency
- 2023 Resident Listening Sessions
- KCHA Safety & Security Initiative
 - Ponha Lim, KCHA Director of Safety and Security
 - Budget tripled investments in safety personnel, planning and technology
 - New Communication Tool – RAVE – text message alert system for communication of active security incidents
 - Meeting with Local Jurisdictions
 - Site & Camera Assessments
 - Security Guard & Law Enforcement Contracts
 - Updating Procedures

C. 2022 EDIB Annual Report

Scarleth Lever Ortiz, Senior Director of Equity, Diversity, Inclusion and Belonging gave a brief presentation for the inaugural EDIB Annual Report.

The report introduces key groups, describes their work and shares facts and figures about their composition and achievements. This information demonstrates our current impact and provides benchmarks we expect to improve in the years to come.

Thank you for being a key part in KCHA's journey of becoming an anti-racist, multicultural organization.

X. EXECUTIVE DIRECTOR REPORT

Robin Walls, Executive Director/CEO gave news updates.

- Resignation of Marc Dones, CEO of King County Regional Homeless Authority (KCRHA). There will be some impact to KCHA with respect to the leadership transition. KCRHA has been a key partner of ours with respect to Emergency Housing Vouchers.
KCRHA is the organization that serves as the continuum of care for King County, which means they are the referral organization for any vouchers that are targeted for homeless individuals. That transition will have some version of impact.
We have had a robust partnership, there was a Hill visit to DC, where we met with congressional leadership, etc., we will miss his partnership and will be in support of the organization.
The entire region: KCHA, SHA, KCRHA and RHA, all of us that have received Emergency Housing Vouchers have been fully leased. King County has the 3rd largest homeless population.
- Last month we celebrated the last of the land closings for Division 8 for Greenbridge, Phase III of the property that new housing will be developed on.
- May 4 – Visited Kirkland Heights with Representative Susan DelBene, Dan Landes and Andrew Calkins. Representative DelBene has been a big supporter of affordable housing. Kirkland Heights is in her Congressional District.
- On May 17th, participated in a Seminar that was put together by The Turner Center out of the University of California, Berkeley that was exploring the challenges and successes of the Emergency Housing Voucher Program. Participated with colleagues from County of Los Angeles Housing Authority as well as Fort Worth. It was robustly attended by over 100 attendees including some HUD folks. Messaging was for the Emergency Housing Voucher Program, which has sustained national success, for HUD to continue to look for ways to fund the program and reallocate those vouchers from jurisdictions that may not be able to fully utilize them.
- May 18-19, 2023, we had our YARDI kick off. YARDI is the housing management information system. This is our software of record, which we use to communicate with HUD as well as our financial processing. That was an exciting kickoff for us last week. We had meetings for staff that were interested to find out how this transition will impact them. We had representatives from YARDI as well as our software implementation team, NIMS.
- KCHA has a management agreement with Sedro-Woolley Housing Authority. We had a Sedro-Woolley Housing Authority Management Review. There are some outstanding items from that review centered primarily on procurement. They have not issued an official report. We are pursuing follow-up.

- We also had our annual financial audit last week using CohnReznick for the first time. They completed their onsite visit. We are anticipating the report in the next 60 days.

XI. EXECUTIVE SESSION

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

4:24pm – Board meeting was suspended.

5:04pm – Board meeting was re-convened.

XII. KCHA IN THE NEWS

None.

XIII. COMMISSIONER COMMENTS

None.


XIV. ADJOURNMENT

Chair Barnes adjourned the meeting at 5:06 p.m.

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



DOUGLAS J. BARNES, Chair
Board of Commissioners



ROBIN WALLS
Secretary

