

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

Tuesday, December 19, 2023

I. CALL TO ORDER

The monthly meeting of the King County Housing Authority Board of Commissioners was held as a hybrid meeting on Tuesday, December 19, 2023. There being a quorum, the hybrid meeting was called to order by Chair Barnes at 11:00 a.m.

II. ROLL CALL

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

Excused: Commissioner Richard Harmon

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – November 19, 2023

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the November 19, 2023 Meeting Minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the December 19, 2023 hybrid Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

- A. Voucher Certification Reports for October 2023
- B. New Bank Accounts

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the December 19, 2023 hybrid Board of Commissioners' meeting consent agenda.

VII. RESOLUTIONS FOR DISCUSSION

A. Resolution No. 5761 – Authorizing Higher Payment Standards for the Housing Choice Voucher Program

Pam Taylor, Senior VP of Housing Choice Voucher Programs and Eric Lane, Senior Administrative Program Manager presented the details of their research for the payment standards.

Questions of Commissioners were answered.

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution 5761.

B. Resolution No 5762 – Authorizing Approval of the Comprehensive Operating and Capital Budgets for Calendar year Beginning January 1, 2024

Saeed, Executive VP of Administration/Chief Administrative Officer and Wendy Teh, Manager of Financial Planning and Reporting gave a summary of the budget.

Questions of Commissioners were answered

On motion by Commissioner Regina Elmi, and seconded by Commissioner Richard Jackson, the Board unanimously approved Resolution 5762.

VIII. BRIEFINGS & REPORTS

A. Community Indicators

Annie Pennucci, Assistant VP of Research, Evaluation and Program Development presented and explained each of the KCHA Community Indicators.

The need for affordable housing in King County has never been greater.

Rent Burden

- Rent Burden is a common indicator used to measure the affordability of housing for various groups. When a household pays between 30% and 50% of their income on rent and utilities, they are considered rent burdened. When a household pays more than 50% of their income on rent, they are considered severely rent burdened.
- 73% of extremely low-income renters in King County were severely rent burdened in 2022. That's nearly 1 in 5 households. This is why our payment standards by region are so important to help people.

Homelessness

- In 2022, 13,368 people were experiencing homelessness in King County.
- We are also seeing an increase in student homelessness statewide. There were 6114 students in King County that were experiencing Homelessness in the 2022-2023 academic year.

Racial Disparities

People of color are disproportionately represented among people experiencing poverty and homelessness. The history of federal housing policy in the US is inseparable from race. The systemic and structural remnants of these policies are evident today in statistics on poverty and homelessness.

B. Third Quarter 2023 Executive Dashboard

Andrew Calkins, Vice President of Policy and Intergovernmental Affairs

It runs through the end of September. We were housing almost 24,000 per night.

C. Third Quarter 2023 Financial Report

Tesh Assefa, Financial Reporting Manager gave the detailed report.

Combined Operations

- Better than expected Federal Revenues and occupancy
- Lower than anticipated non-operating revenues relating to special grants
- Higher than expected non-operating expense – Kirkland Heights transfer to Tax Credit.

Federal Programs and Properties

- Housing Choice Voucher Funding increased by 17% in 2023
- Properties managed by KCHA averaged a 98% lease-up
- Salaries cost continue below budget due to unfilled positions
- Capital activities generally below budget due to supply chain issues

Local Programs and Properties

- Lower spending and grant reimbursements on weatherization projects
- Operating expenses are expected close to budget by year end

Development Activity

- Non-operating revenue higher than expected due to unanticipated developer fees for Abbey Ridge and Ballmer Group, plus Washington State Department of Commerce capital grant for Skyway USB Redevelopment project
- Home and lot sales price participation exceeded target and also due to proceeds from sale of vacant parcel of land in Spanaway

IX. EXECUTIVE DIRECTOR REPORT

Robin Walls, President/CEO gave news updates.

- Acknowledging Annie Pennucci. She has had a tremendous impact on KCHA and now has accepted a position as the Director of Forecasting and Research at the Office of Financial Management for the State of Washington. A lot of the research that KCHA has done that has really been signature research, particularly with respect to the CMTO of the mobility initiatives has been the spearheads that Annie has laid the foundation for and even our everyday work such as the Payment standard work has also been at Annie's direction. We are personally very happy and excited to see Annie have a role that will have a major impact statewide and potentially will have a federal impact as well. It's also important to have friends of the agency and people who really believe in a mission doing work at a higher level. We will miss her but it's a huge congratulations.
- Yesterday, December 18th, we received notification that KCHA is one of two housing authorities in the region to receive funding in the amount of \$934,197 for the Family Unification Program (FUP). This is targeted and dedicated vouchers for youth that are aged out of foster care and families that have involvement with child protective Services where they have to demonstrate stabilized housing in order for the families to remain unified. KCHA and Home Forward are the only two agencies in the region that have received this funding from HUD. This population is the most at risk for homelessness so it's a very important award and wonderful that we were able to receive such a large award from HUD making us one of the largest recipients of the FUP vouchers in the country. Kerrie Rene submitted the application and was responsible for responding to the notice of funding availability, so congratulations to Kerrie Rene, HCV and others in Social impact that helped support that initiative.
- Last week was our first All Staff Meeting and a recognition of 60 employees that ranged in tenure from 5 to 40 years. The 40 year employee was Judi Jones. We had a lot of positive feedback. Over 50% of KCHA staff has worked here for three years or less.
- We are also responding to HUD's Audit regarding our Emergency Housing Choice Voucher Program where they have done a remote file audit for that program. There were a couple of findings relating to criminal background checks and personal identifying information. We think there were a couple of cases that HUD misunderstood the information presented to them, but it's keeping with HUD's renewed emphasis of looking at the fundamentals in looking at Housing Authorities. We know that the EHVP has been a particular emphasis of HUD with respect of increased monitoring.
- Property Management, Penny Bradley and Al Khalaf will now be Temporary Assistant VP of Property Management. Penny will be responsible for the supervision of our regional managers and Al will be responsible for the supervision of our construction upgrade staff.

X. EXECUTIVE SESSION

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

12:27pm – Board meeting was suspended.

12:52pm – Board meeting was re-convened.

XI. OTHER BUSINESS

A. Resolution No. 5763 – Authorizing a Payment of a Retention and Accomplishment Incentive for the Executive Director for Calendar Year 2023 and a Base Salary Increase

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner Richard Jackson, the Board unanimously approved Resolution 5763.

XII. KCHA IN THE NEWS

None.

XIII. COMMISSIONER COMMENTS

XIV. ADJOURNMENT

Chair Barnes adjourned the meeting at 12:53 p.m.

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



DOUGLAS J. BARNES, Chair
Board of Commissioners



ROBIN WALLS
Secretary

