



HYBRID MEETING OF THE BOARD OF COMMISSIONERS

**Monday, June 30, 2025
3:00 pm**

Webinar Meeting:

<https://kcha-org.zoom.us/j/84244814646>

Webinar ID: 842 4481 4646

Phone: (253) 215-8782

SPECIAL HYBRID MEETING OF THE BOARD OF COMMISSIONERS AGENDA

Monday, June 30, 2025 - 3:00 p.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 – May 2025

V. Approval of Agenda

VI. Consent Agenda **2**
A. Voucher Certification Reports for April 2025

B. Resolution No. 5797 – Resolution No. 5797 Supersedes and **3**
replaces Resolution No. 5795 authorizing the Authority's participation
in the development, financing and operation of a manufactured housing
community

VII. Resolutions for Discussion

A. Resolution No. 5798 – A Resolution of the Board of Commissioners **4**
of the Housing Authority of the County of King relating to governance
and open public meetings, amending and restating the Authority's Bylaws
and adopting revised policies on public meeting protocols

VIII. Reports

A. First Quarter 2025 Financial Report	5
B. First Quarter 2025 Write-Off Report	6
C. KCHA Goals	7
D. KCHA Digital Equity Update	8

IX. President/CEO Report

X. KCHA in the News	9
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XI. Commissioner Comments

XII. Adjournment

Members of the public who wish to give public comment: We are now accepting public comment during the meeting or written comments. Please send your requests for public comment to the Board Coordinator via email to kamir@kcha.org 3 days prior to the meeting date. If you have questions, please call 206-574-1206.

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

Monday, May 19, 2025

I. CALL TO ORDER

The annual monthly meeting of the King County Housing Authority Board of Commissioners was held as a hybrid meeting on Monday, May 19, 2025. There being a quorum, the hybrid meeting was called to order by Vice-Chair Jackson at 3:09 p.m.

II. ROLL CALL

Present: Commissioner Richard Jackson (Vice-Chair) (via Zoom), Commissioner Tina Keys (via Zoom) and Commissioner Jerry Lee (via Zoom)

Absent: Commissioner Regina Elmi

III. PUBLIC COMMENT

Alex Tsimerman gave public comment.

Cindy Ference gave public comment.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – April 21, 2025

On motion by Commissioner Jerry Lee, and seconded by Commissioner Tina Keys, the Board unanimously approved the April 21, 2025 meeting minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner Tina Keys, and seconded by Commissioner Jerry Lee, the Board unanimously approved the May 19, 2025, hybrid Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Reports for March 2025

On motion by Commissioner Jerry Lee, and seconded by Commissioner Tina Keys, the Board unanimously approved the May 19, 2025, hybrid Board of Commissioners' meeting consent agenda.

VII. RESOLUTIONS FOR DISCUSSION

A. Resolution No. 5792 – A Resolution authorizing the Authority's participation in the development, financing and operation of a manufactured housing community in Skyway.

Tim Walter, Senior Vice President of Development and Asset Management presented the Skway West-Hill neighborhood to the Board of Commissioners.

KCHA will develop the site (parcel C) in partnership with MHCP. There will be 30 new lots of single family manufactured homes. 4-two-bedroom, 18-three-bedroom and 8-four-bedroom homes. Each to have a covered carport, shed and private off-street parking. The park will include a guest parking area and a children's playground/recreation space.

On motion by Commissioner Jerry Lee, and seconded by Commissioner Tina Keys, the Board unanimously approved Resolution 5792.

B. Resolution No. 5793 – Application for HUD's Rental Assistance Demonstration (RAD) Program

Chris Clevenger, Housing Initiatives Officer, presented the RAD Conversion changes since the last presentation.

- Properties included in first RAD conversion
- Scope of Work
- Portfolio Award
- Timeline

On motion by Commissioner Jerry Lee, and seconded by Commissioner Tina Keys, the Board unanimously approved Resolution 5793.

C. Resolution No. 5794 – Authorizing the Housing Authority to Establish Homeownership Option Under Its Tenant-Based Housing Choice Voucher Program.

Kristy Johnson, Senior Vice President of Policy, Research & Social Impact Initiatives
Kristin Pace, Assistant VP of Research, Evaluation and Program Development
Sandeep Kamoh, Homeownership Program Manager

The group collaboratively presented Dream to Keys – HCV Homeownership Program. As a national leader in affordable housing, King County Housing Authority serves to provide innovative, effective and equitable housing solutions so that all people and communities can prosper.

On motion by Commissioner Jerry Lee, and seconded by Commissioner Tina Keys, the Board unanimously approved Resolution 5794.

D. Resolution No. 5795 – Acquisition of the Highlander House Apartments in Shoreline

Tim Walter, Senior Vice President of Development and Asset Management presented the request to acquire Highlander House Apartments in Shoreline.

- Existing 23-unit apartment complex with 4-one-bedroom and 19-two bedrooms

On motion by Commissioner Jerry Lee, and seconded by Commissioner Tina Keys, the Board unanimously approved Resolution 5795.

VIII. EXECUTIVE SESSION

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

Vice-Chair Commissioner Jackson announced that the Board of Commissioners will be going into Executive Session for approximately 20 minutes starting at 4:19pm.

4:19pm – Board meeting was suspended.

4:35pm – Board meeting was re-convened.

Resolution No. 5796 – A Resolution of the King County Housing Authority Approving the President and Chief Executive Officer Employment Contract

Vice-Chair Commissioner Jackson read Resolution 5796.

On motion by Commissioner Tina Keys, and seconded by Commissioner Jerry Lee, the Board unanimously approved Resolution 5796.

IX. PRESIDENT/CEO REPORT

Robin Walls, President/CEO gave news updates.

- Public Housing Authorities Directors Association – PHADA had their annual conference in Seattle last week and was invited to give the welcome address along with the CEO of Seattle Housing Authority, Rod Brandon. The emphasis of the conference was the expansion of MTW HA's and advocacy of the expansion of those housing authorities. There was also a focus on the policy issues related to the administration. It was good to interface with industry colleagues and welcome them to Seattle.
- RAD process of repositioning Public Housing and moving transitioning to some other assistance is .That program has been in existence for approximately a decade. Both Housing Authorities and HUD have learned some lessons with

respect to RAD. Rent Levels for properties, that converted earlier, were not at a level that were operationally sustainable. This is in part of the reason that KCHA made the decision to delay and not convert. HUD does not fund public housing at the same levels that it previously did decades ago. This administration has given an indication that it will speed up the process of divesting HUD from public housing in a way that is more aggressive.

- Just because we convert the portfolio to RAD and now it becomes project-based vouchers, residents are not required to move. They may remain at the property for as long as they choose to remain at the property. While they would be eligible for tenant-based vouchers, they also can remain at the property.
- There now may be a change in plans for the Seattle HUD field office. Originally it was slated for closure, supposedly it will now remain open.
- We just hired our new VP for Policy and Intergovernmental Affairs, Jessica de Barros. This position will be highly important working with each of the jurisdictions that we are in. Now that we are in the beginning of appropriations it will be important to keep in contact with congressional delegations.
- A major credit reporting agency, Moody's has downgraded the credit rating for the US Government. We at KCHA receive our credit rating certification from Standard and Poor's. Standard and Poor's had already downgraded the US Government from AAA to AA.

X. KCHA IN THE NEWS

None.

XI. COMMISSIONER COMMENTS

None.

XII. ADJOURNMENT

Vice-Chair Jackson adjourned the meeting at 4:22 p.m.

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

RICHARD JACKSON, Vice Chair
Board of Commissioners

ROBIN WALLS

President/CEO and Secretary-Treasurer

T A B N U M B E R



King County Housing Authority

To: Board of Commissioners

From: Mary Osier, Accounting Manager

Date: June 10, 2025

Re: **VOUCHER CERTIFICATION FOR APRIL 2025**

I, Mary Osier, 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.

Mary Osier
Accounting Manager
June 10, 2025

Bank Wires / ACH Withdrawals		12,670,706.34
	<i>Subtotal</i>	12,670,706.34
Accounts Payable Vouchers		
Key Bank Checks - #356740-357220		6,048,414.71
Tenant Accounting Checks - #12430-12458		15,036.83
	<i>Subtotal</i>	6,063,451.54
Payroll Vouchers		
Checks - #911588477-911588480 & 911653175-911653188 & 911736769-911736789		66,662.79
Direct Deposit		2,683,963.64
	<i>Subtotal</i>	2,750,626.43
Section 8 Program Vouchers		
Checks - #655356-656013		1,058,183.96
ACH - #638512-641036		22,793,957.02
	<i>Subtotal</i>	23,852,140.98
Purchase Card / ACH Withdrawal		431,853.73
	<i>Subtotal</i>	431,853.73
	GRAND TOTAL	\$ 45,768,779.02

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	
Bellepark	04/02/2025	\$ 22,141.15	AP and Payroll	
Hampton Greens	04/02/2025	\$ 46,565.41	AP and Payroll	
Kendall Ridge	04/02/2025	\$ 51,749.45	AP and Payroll	
Landmark	04/02/2025	\$ 21,720.88	AP and Payroll	
Riverstone	04/02/2025	\$ 67,671.61	AP and Payroll	
Woodside East	04/02/2025	\$ 16,414.72	AP and Payroll	
ALPINE RIDGE	04/03/2025	\$ 2,895.94	AP	
ARBOR HEIGHTS	04/03/2025	\$ 1,316.21	AP	
Aspen Ridge	04/03/2025	\$ 11,573.24	AP	
Auburn Square	04/03/2025	\$ 8,308.51	AP	
Carriage House	04/03/2025	\$ 143,310.26	AP	
Carrington	04/03/2025	\$ 3,931.46	AP	
CASCADIAN	04/03/2025	\$ 5,586.29	AP	
Colonial Gardens	04/03/2025	\$ 7,054.87	AP	
FAIRWOOD	04/03/2025	\$ 38,390.32	AP	
HERITAGE PARK	04/03/2025	\$ 21,388.39	AP	
LAURELWOOD	04/03/2025	\$ 34,255.47	AP	
Meadows	04/03/2025	\$ 8,803.16	AP	
Newporter	04/03/2025	\$ 3,666.24	AP	
OVERLAKE	04/03/2025	\$ 645,025.45	AP	
Parkwood	04/03/2025	\$ 8,614.59	AP	
Pinewood Village	04/03/2025	\$ 20,637.47	AP	
Plum Court	04/03/2025	\$ 74,384.18	AP	
RAINIER VIEW I	04/03/2025	\$ 11,671.71	AP	
RAINIER VIEW II	04/03/2025	\$ 12,200.36	AP	
Salish	04/03/2025	\$ 14,805.00	AP	
SALMON CREEK	04/03/2025	\$ 7,849.40	AP	
Sandpiper East	04/03/2025	\$ 5,253.98	AP	

SI VIEW	04/03/2025	\$ 6,635.95	AP	
SOUTHWOOD SQUARE	04/03/2025	\$ 527.92	AP	
Sterling Ridge	04/03/2025	\$ 20,659.93	AP	
Timberwood	04/03/2025	\$ 11,010.52	AP	
Walnut Park	04/03/2025	\$ 16,048.09	AP	
WINDSOR HEIGHTS	04/03/2025	\$ 26,984.93	AP	
Woodridge Park	04/03/2025	\$ 30,605.42	AP	
Tall Cedars	04/04/2025	\$ 6,580.12	AP	
Argyle	04/09/2025	\$ 41,135.76	AP and Payroll	
Ballinger Commons	04/09/2025	\$ 171,050.77	AP and Payroll	
Bellepark	04/09/2025	\$ 11,110.04	AP	
Emerson	04/09/2025	\$ 76,425.30	AP and Payroll	
GILMAN SQUARE	04/09/2025	\$ 61,101.52	AP and Payroll	
Hampton Greens	04/09/2025	\$ 39,085.14	AP	
Kendall Ridge	04/09/2025	\$ 12,107.40	AP	
Landmark	04/09/2025	\$ 12,180.69	AP	
Meadowbrook	04/09/2025	\$ 67,468.87	AP and Payroll	
Riverstone	04/09/2025	\$ 15,076.47	AP	
Surrey Downs	04/09/2025	\$ 36,481.77	AP and Payroll	
Tall Cedars	04/09/2025	\$ 9,333.84	AP and Payroll	
Villages at South Station	04/09/2025	\$ 57,735.81	AP and Payroll	
Woodside East	04/09/2025	\$ 19,413.23	AP	
ALPINE RIDGE	04/10/2025	\$ 11,438.56	AP and Payroll	
ARBOR HEIGHTS	04/10/2025	\$ 18,369.17	AP and Payroll	
Aspen Ridge	04/10/2025	\$ 80,752.78	AP and Payroll	
Auburn Square	04/10/2025	\$ 35,180.07	AP and Payroll	
Carriage House	04/10/2025	\$ 46,974.60	AP and Payroll	
Carrington	04/10/2025	\$ 41,733.06	AP and Payroll	
CASCADIAN	04/10/2025	\$ 58,470.38	AP and Payroll	
Colonial Gardens	04/10/2025	\$ 25,102.10	AP and Payroll	
Cottonwood	04/10/2025	\$ 49,985.33	AP and Payroll	
Cove East	04/10/2025	\$ 60,478.31	AP and Payroll	
FAIRWOOD	04/10/2025	\$ 55,691.70	AP and Payroll	
Henry House	04/10/2025	\$ 28,029.48	AP and Payroll	
HERITAGE PARK	04/10/2025	\$ 33,202.35	AP and Payroll	
Juanita View	04/10/2025	\$ 49,092.25	AP and Payroll	
LAURELWOOD	04/10/2025	\$ 20,335.68	AP and Payroll	
Meadows	04/10/2025	\$ 35,846.24	AP and Payroll	
Newporter	04/10/2025	\$ 17,571.66	AP and Payroll	
NIA	04/10/2025	\$ 40,312.82	AP and Payroll	

OVERLAKE	04/10/2025	\$ 157,218.56	AP and Payroll	
Parkwood	04/10/2025	\$ 14,700.15	AP and Payroll	
Pinewood Village	04/10/2025	\$ 52,898.85	AP and Payroll	
Plum Court	04/10/2025	\$ 22,638.16	AP and Payroll	
Salish	04/10/2025	\$ 28,201.78	AP and Payroll	
SALMON CREEK	04/10/2025	\$ 66,308.52	AP and Payroll	
Sandpiper East	04/10/2025	\$ 82,080.56	AP and Payroll	
SEOLA CROSSING	04/10/2025	\$ 98,911.12	AP and Payroll	
SEOLA CROSSING	04/10/2025	\$ 72,290.53	AP and Payroll	
SOUTHWOOD SQUARE	04/10/2025	\$ 20,251.13	AP and Payroll	
Sterling Ridge	04/10/2025	\$ 8,005.00	AP and Payroll	
Sterling Ridge	04/10/2025	\$ 37,911.53	AP and Payroll	
Timberwood	04/10/2025	\$ 25,576.75	AP and Payroll	
Walnut Park	04/10/2025	\$ 37,082.02	AP and Payroll	
WINDSOR HEIGHTS	04/10/2025	\$ 176,633.59	AP and Payroll	
Woodridge Park	04/10/2025	\$ 51,245.58	AP and Payroll	
Bellepark	04/16/2025	\$ 32,485.98	AP and Payroll	
Hampton Greens	04/16/2025	\$ 104,064.03	AP and Payroll	
Kendall Ridge	04/16/2025	\$ 44,012.22	AP and Payroll	
Landmark	04/16/2025	\$ 30,345.98	AP and Payroll	
Riverstone	04/16/2025	\$ 73,474.24	AP and Payroll	
Woodside East	04/16/2025	\$ 48,966.26	AP and Payroll	
ALPINE RIDGE	04/17/2025	\$ 165.00	AP	
ARBOR HEIGHTS	04/17/2025	\$ 7,291.64	AP	
Aspen Ridge	04/17/2025	\$ 2,341.75	AP	
Auburn Square	04/17/2025	\$ 12,634.37	AP	
Carriage House	04/17/2025	\$ 6,477.16	AP	
CASCADIAN	04/17/2025	\$ 4,999.35	AP	
Colonial Gardens	04/17/2025	\$ 12,658.68	AP	
FAIRWOOD	04/17/2025	\$ 6,017.31	AP	
HERITAGE PARK	04/17/2025	\$ 3,494.06	AP	
LAURELWOOD	04/17/2025	\$ 10,085.10	AP	
Meadows	04/17/2025	\$ 8,869.76	AP	
Newporter	04/17/2025	\$ 5,874.16	AP	
OVERLAKE	04/17/2025	\$ 37,947.19	AP	
Parkwood	04/17/2025	\$ 2,811.64	AP	
Pinewood Village	04/17/2025	\$ 5,476.43	AP	
Plum Court	04/17/2025	\$ 10,227.55	AP	
RAINIER VIEW I	04/17/2025	\$ 13,771.10	AP	
RAINIER VIEW II	04/17/2025	\$ 9,283.22	AP	

Salish	04/17/2025	\$ 21,408.29	AP	
Sandpiper East	04/17/2025	\$ 18,684.39	AP	
SI VIEW	04/17/2025	\$ 8,147.03	AP	
SOUTHWOOD SQUARE	04/17/2025	\$ 7,518.25	AP	
Sterling Ridge	04/17/2025	\$ 17,014.24	AP	
Timberwood	04/17/2025	\$ 13,081.26	AP	
Vashon Terrace	04/17/2025	\$ 6,545.35	AP	
Walnut Park	04/17/2025	\$ 24,775.78	AP	
WINDSOR HEIGHTS	04/17/2025	\$ 24,523.66	AP	
Woodridge Park	04/17/2025	\$ 2,581.36	AP	
Parkwood	04/18/2025	\$ 14,739.91	AP	
Argyle	04/23/2025	\$ 70,925.36	AP and Payroll	
Ballinger Commons	04/23/2025	\$ 274,528.54	AP and Payroll	
Bellepark	04/23/2025	\$ 955.68	AP	
Emerson	04/23/2025	\$ 128,481.97	AP and Payroll	
GILMAN SQUARE	04/23/2025	\$ 83,827.99	AP and Payroll	
Hampton Greens	04/23/2025	\$ 13,865.76	AP	
Kendall Ridge	04/23/2025	\$ 21,398.99	AP	
Landmark	04/23/2025	\$ 1,676.31	AP	
Meadowbrook	04/23/2025	\$ 101,633.61	AP and Payroll	
Riverstone	04/23/2025	\$ 28,686.21	AP	
SALMON CREEK	04/23/2025	\$ 6,747.53	AP and Payroll	
Surrey Downs	04/23/2025	\$ 133,437.23	AP and Payroll	
Villages at South Station	04/23/2025	\$ 78,492.41	AP and Payroll	
Woodside East	04/23/2025	\$ 161.99	AP	
ALPINE RIDGE	04/24/2025	\$ 21,024.34	AP and Payroll and OCR	
ARBOR HEIGHTS	04/24/2025	\$ 13,515.92	AP and Payroll and OCR	
Aspen Ridge	04/24/2025	\$ 18,180.11	AP and Payroll and OCR	
Auburn Square	04/24/2025	\$ 47,328.22	AP and Payroll and OCR	
Carriage House	04/24/2025	\$ 36,108.67	AP and Payroll and OCR	
Carrington	04/24/2025	\$ 53,309.15	AP and Payroll and OCR	
CASCADIAN	04/24/2025	\$ 36,828.17	AP and Payroll and OCR	
Colonial Gardens	04/24/2025	\$ 26,499.30	AP and Payroll and OCR	
Cottonwood	04/24/2025	\$ 14,412.42	AP and Payroll and OCR	
Cove East	04/24/2025	\$ 77,597.08	AP and Payroll and OCR	
FAIRWOOD	04/24/2025	\$ 32,437.92	AP and Payroll and OCR	
Henry House	04/24/2025	\$ 14,090.90	AP and Payroll and OCR	
HERITAGE PARK	04/24/2025	\$ 18,279.97	AP and Payroll and OCR	
Juanita View	04/24/2025	\$ 25,196.20	AP and Payroll and OCR	
LAURELWOOD	04/24/2025	\$ 32,414.99	AP and Payroll and OCR	

Meadows	04/24/2025	\$ 18,198.97	AP and Payroll and OCR	
Newporter	04/24/2025	\$ 31,524.11	AP and Payroll and OCR	
NIA	04/24/2025	\$ 16,737.12	AP and Payroll and OCR	
OVERLAKE	04/24/2025	\$ 57,927.41	AP and Payroll and OCR	
Parkwood	04/24/2025	\$ 20,779.28	AP and Payroll and OCR	
Pinewood Village	04/24/2025	\$ 30,726.40	AP and Payroll and OCR	
Plum Court	04/24/2025	\$ 37,248.81	AP and Payroll and OCR	
RAINIER VIEW I	04/24/2025	\$ 11,274.24	AP	
RAINIER VIEW II	04/24/2025	\$ 5,513.73	AP	
Salish	04/24/2025	\$ 29,734.31	AP and Payroll and OCR	
SALMON CREEK	04/24/2025	\$ 20,467.36	AP and Payroll and OCR	
Sandpiper East	04/24/2025	\$ 61,908.55	AP and Payroll and OCR	
SEOLA CROSSING	04/24/2025	\$ 25,941.78	AP and Payroll and OCR	
SEOLA CROSSING	04/24/2025	\$ 24,917.09	AP and Payroll and OCR	
SI VIEW	04/24/2025	\$ 4,338.17	AP	
SOUTHWOOD SQUARE	04/24/2025	\$ 16,325.21	AP and Payroll and OCR	
Sterling Ridge	04/24/2025	\$ 43,455.54	AP and Payroll and OCR	
Tall Cedars	04/24/2025	\$ 20,510.10	AP	
Timberwood	04/24/2025	\$ 41,632.08	AP and Payroll and OCR	
Vashon Terrace	04/24/2025	\$ 3,327.24	AP	
Walnut Park	04/24/2025	\$ 46,623.32	AP and Payroll and OCR	
WINDSOR HEIGHTS	04/24/2025	\$ 53,918.50	AP and Payroll and OCR	
Woodridge Park	04/24/2025	\$ 59,314.65	AP and Payroll and OCR	
Bellepark	04/30/2025	\$ 23,291.91	AP and Payroll	
Hampton Greens	04/30/2025	\$ 42,300.98	AP and Payroll	
Kendall Ridge	04/30/2025	\$ 40,916.84	AP and Payroll	
Landmark	04/30/2025	\$ 569,617.71	AP and Payroll	
Riverstone	04/30/2025	\$ 42,611.97	AP and Payroll	
Woodside East	04/30/2025	\$ 41,481.33	AP and Payroll	
	177 Wires	\$ 7,233,866.93		

T A B N U M B E R

3



To: Board of Commissioners

From: John Eliason, Vice President of Development

Date: June 20, 2025

Re: Resolution 5797 – Resolution 5797 Supersedes and Replaces Resolution 5792 authorizing the Authority’s participation in the development, financing and operation of a manufactured housing community.

Resolution 5797 supersedes and replaces in its entirety Resolution 5792 which was approved at the May 19, 2025 Board of Commissioner’s meeting.

Resolution 5797 updates the effective date of the resolution to reflect minor revisions made to the State Environmental Policy Act (“SEPA”) analysis conducted by KCHA and adds the following language to Section 1 (“Recitals and Findings”) acknowledging this within the SEPA process for the Vue Terrace project (Project) where King County Housing Authority acted as the lead agency.

Section 1. Recitals and Findings. [New language added - Sections (f) & (g)]

(f) State Environmental Policy Act (“SEPA”) Review. The Authority prepared a SEPA checklist on April 21, 2025, and revised the EPA checklist on June 3, 2025, which determined all Project impacts can be mitigated. Accordingly, the Authority issued a Mitigated Determination of Nonsignificance (“MDNS”) for the Project on May 5, 2025, and issued a Revised MDNS (“RMDNS”) on June 3, 2025, after the closure of the SEPA comment period.

(g) Re-Authorization of Resolution No. 5792. The Board previously adopted Resolution No. 5792 on May 19, 2025, authorizing the Authority’s participation in the Project. This Resolution is intended to replace Resolution No. 5792 and re-authorize the Authority’s participation in the Project.

No other changes were made to the resolution other than the additions noted above. The additions to Resolution 5792 included in Resolution 5797 are administrative and procedural. Staff recommend passage of Resolution 5797.

HOUSING AUTHORITY OF THE COUNTY OF KING

RESOLUTION NO. 5797

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING, REPLACING RESOLUTION NO. 5792 AND RE-AUTHORIZING THE AUTHORITY'S PARTICIPATION IN THE DEVELOPMENT, FINANCING AND OPERATION OF A MANUFACTURED HOME COMMUNITY IN SKYWAY, INCLUDING THE ACQUISITION AND CONVEYANCE OF PROPERTY, THE MAKING OF LOANS, ONE OR MORE COOPERATION AGREEMENTS, AND OTHER ACTIONS RELATING THERETO, AND DETERMINING RELATED MATTERS.

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

Section 1. Recitals and Findings. The Board of Commissioners (the "Board") of the Housing Authority of the County of King (the "Authority") finds and determines that:

(a) Undertaking of the Authority. The Authority is the owner of certain undeveloped land located in the vicinity of 5901 S 129th Street, Skyway, Washington in an unincorporated area of King County (the "County"). The Authority has determined that the land, which is located between two mobile and manufactured home parks, is well suited to be developed as a manufactured home community. In order to develop the land, the Authority must acquire by lease or purchase a portion of an adjacent undeveloped parcel of land (together with the land currently owned by the Authority, the "Project Site"), and obtain cooperation from the County in the planning, undertaking and development of the manufactured housing community to be located on the Project Site (the "Project"). The Authority will carry out its powers and purposes under the Housing Authorities Law (as defined below) through its participation in the development and financing of the Project. In order to efficiently develop and operate the Project, the Authority desires to cooperate with Manufactured Housing Community Preservationists, or one or more affiliates thereof (collectively, "MHCP"), in carrying out the Project.

(b) Statutory Authorization – Housing Authorities Law. The Authority is authorized by the Housing Authorities Law (chapter 35.82 RCW) to, among other things: (i) "prepare, carry out, acquire, lease and operate housing projects; to provide for the construction, reconstruction, improvement, alteration or repair of any housing project or any part thereof" (RCW 35.82.070(2)); (ii) "own, hold, and improve real or personal property" (RCW 35.82.070(5)); (iii) "lease or rent any dwellings . . . buildings, structures or facilities embraced in any housing project and . . . to establish and revise the rents or charges therefor" (RCW 35.82.070(5)); (iv) "make and execute contracts and other instruments" (RCW 35.82.070(1)); (v) "delegate to one or more of its agents or employees such powers or duties as [the Authority] may deem proper" (RCW 35.82.040); (vi) "make . . . loans for the acquisition, construction, reconstruction, rehabilitation, improvement, leasing or refinancing of land, buildings, or developments for housing for persons of low income" (RCW 35.82.070(19)); and

(vii) “make, purchase, participate in, invest in, take assignments of, or otherwise acquire loans to persons of low income to enable them to acquire, construct, reconstruct, rehabilitate, improve, lease, or refinance their dwellings” (RCW 35.82.070(18)). For purposes of the Housing Authorities Law, “housing project” is defined by RCW 35.82.020 to include, among other things, “any work or undertaking . . . to provide decent, safe and sanitary urban or rural dwellings, apartments, mobile home parks or other living accommodations for persons of low income.”

(c) Statutory Authorization – Housing Cooperation Law. The Housing Cooperation Law (chapter 35.83 RCW) authorizes any state public body (including, without limitation, any city, town, or county) to, among other things: (i) “[p]lan or replan, zone or rezone any part of such state public body; make exceptions from building regulations and ordinances” (RCW 35.83.030(4)); (ii) “[d]o any and all things, necessary or convenient to aid and cooperate in the planning, undertaking, construction or operation of such housing projects” (RCW 35.83.030(8)); and (iii) “[e]nter into agreements (which may extend over any period, notwithstanding any provision or rule of law to the contrary), with a housing authority respecting action to be taken by such state public body pursuant to any of the powers granted by [the Housing Cooperation Law]” (RCW 35.83.030(10)). For purposes of the Housing Cooperation Law, “housing project” is defined by RCW 35.83.030(2) to mean “any work or undertaking of a housing authority pursuant to the housing authorities law or any similar work or undertaking of the federal government.”

(d) The Project; Project Site. The Authority intends to acquire by lease, purchase or assignment approximately 0.7 acres of land currently owned by MHCP (the “Adjacent Property”), which is adjacent to the property owned by the Authority located in the vicinity of 5901 S 129th Street, Skyway, Washington. The Adjacent Property will be combined with the Authority’s property and the combined property is referred to herein as the Project Site. The Authority expects that the Project Site will be conveyed (by lease or otherwise), or otherwise made available for development and operation by, MHCP. The Authority anticipates that manufactured homes within the Project will be purchased and installed on mobile home lots within the Project Site. The mobile home pads will be leased, and the homes will be sold, to persons of low income.

(e) Sources of Funding. The Project is expected to be funded with various sources, which may include, without limitation, funding from the County, the State of Washington, proceeds of conduit bonds issued by the Authority, and the Housing Authority Project Loans (as defined below). The Housing Authority Loans (as defined below) are important for the feasibility of the Project and are necessary to enable the Authority to carry out its powers and purposes under the Housing Authorities Law.

(f) State Environmental Policy Act (“SEPA”) Review. The Authority prepared a SEPA checklist on April 21, 2025, and revised the SEPA checklist on June 3, 2025, which determined all Project impacts can be mitigated. Accordingly, the Authority issued a Mitigated Determination of Nonsignificance (“MDNS”) for the Project on May 5, 2025, and issued a Revised MDNS (“RMDNS”) on June 3, 2025, after the closure of the SEPA comment period.

(g) Re-Authorization of Resolution No. 5792. The Board previously adopted Resolution No. 5792 on May 19, 2025, authorizing the Authority’s participation in the Project. This Resolution is intended to replace Resolution No. 5782 and re-authorize the Authority’s participation in the Project.

Section 2. Approval of Real Estate Transactions. In furtherance of its statutory authority to provide decent, safe, and sanitary living accommodations for persons of low income, the Authority is authorized to (i) acquire by gift, purchase, lease, assignment, or other arrangement, the Adjacent Property to facilitate the development of the Project; (ii) convey to MCHP, the Project Site, and/or the Authority's interest in any improvements and personal property located on such land and in such improvements (conveyance of all, or any portion, of such property may be effected via long-term lease, long-term lease with an option to purchase, transfer of fee title, or otherwise); and (iii) if required by Project funders or otherwise necessary or desirable in connection with the development, financing, and/or operation of the Project, encumber the Authority's interest in the Project Site pursuant to covenant agreements and other encumbrances. The Authority's President/Chief Executive Officer, Executive Vice President of Administration/Chief Administrative Officer, Executive Vice President of Development, and Senior Vice President of Development and Asset Management (collectively, the "Authorized Officers" and each, an "Authorized Officer"), and each of them acting alone, are authorized on behalf of the Authority to negotiate, execute, deliver and, if applicable, file (or cause to be executed and delivered and, if applicable, filed) on behalf of the Authority, all agreements necessary or desirable to effect the transactions described in this Section (collectively, the "Real Estate Documents") in such forms as any Authorized Officer may approve. The Authorized Officers (and each of them acting alone) are further authorized and directed to take any other action and to execute such other documents as may be required to be taken or executed by the Authority, under the provisions of or as necessary to carry out the transactions contemplated by the Real Estate Documents (including the amendment of any such documents if necessary to further the purposes thereof or resolve ambiguities therein). An Authorized Officer's signature on a Real Estate Documents or other instrument contemplated by this Section shall be construed as the Authority's approval of such Real Estate Documents or other instrument.

Section 3. Authorization to Lend Money; Authorization for Housing Authority Project Loan Documents. The Authority is authorized to make (a) one or more loans to MHCP in a combined principal amount of up to \$1,500,000 to provide financing for costs of the Project; and (b) one or more loans to MHCP in a combined principal amount of not to exceed \$3,000,000 at any one time outstanding to provide temporary financing for the acquisition of manufactured homes to be installed on the Project Site (collectively, the "Housing Authority Project Loans"). The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority to determine the source (or sources) of funds for each Housing Authority Project Loan and the terms of each Housing Authority Project Loan, and to negotiate, execute, deliver and, if applicable, file (or cause to be executed and delivered and, if applicable, filed) on behalf of the Authority, documents pertaining to and evidencing each Housing Authority Project Loan (collectively, the "Housing Authority Project Loan Documents") in such forms as any Authorized Officer may approve. Without limiting the foregoing, as determined by the Authorized Officers, or each of them acting alone: (i) any Housing Authority Project Loan may be structured as a revolving or non-revolving facility; and (ii) any temporary Housing Authority Project Loan made available to finance predevelopment or other preliminary costs of the Project may be amended or replaced with a new Housing Authority Project Loan to provide long-term financing for the Project. The Authorized Officers (and each of them acting alone) are further authorized and directed to take any other action and to execute such other documents as may be required to be taken or executed by the Authority, under the provisions of or as necessary to carry out the transactions contemplated by the Housing Authority Project Loan Documents (including the amendment of any such documents as set forth above, or if

necessary to further the purposes thereof or resolve ambiguities therein). An Authorized Officer's signature on a Housing Authority Project Loan Document or other instrument contemplated by this Section shall be construed as the Authority's approval of such Housing Authority Project Loan Document or other instrument.

Section 4. Authorization to Lend Money; Authorization for Housing Authority Homeowner Loan Documents. The Authority is authorized to develop a program pursuant to which the Authority would make one or more loans, in an aggregate principal amount not to exceed \$1,000,000 at any time outstanding, to persons of low income to provide financial assistance for a portion of the purchase price for manufactured homes to be installed on the Project Site (collectively, the "Housing Authority Homeowner Loans" and, together with the Housing Authority Project Loans, the "Housing Authority Loans"). The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority to determine the source (or sources) of funds for each Housing Authority Homeowner Loan, the terms of each Housing Authority Homeowner Loan and the security for each Housing Authority Homeowner Loan as is necessary and prudent, and to negotiate, execute, deliver and, if applicable, file (or cause to be executed and delivered and, if applicable, filed) on behalf of the Authority, documents pertaining to and evidencing each Housing Authority Homeowner Loan (collectively, the "Housing Authority Homeowner Loan Documents") in such forms as any Authorized Officer may approve. The Authorized Officers (and each of them acting alone) are further authorized and directed to take any other action and to execute such other documents as may be required to be taken or executed by the Authority, under the provisions of or as necessary to carry out the transactions contemplated by the Housing Authority Homeowner Loan Documents (including the amendment of any such documents as set forth above, or if necessary to further the purposes thereof or resolve ambiguities therein). An Authorized Officer's signature on a Housing Authority Homeowner Loan Document or other instrument contemplated by this Section shall be construed as the Authority's approval of such Housing Authority Homeowner Loan Document or other instrument.

Section 5. Cooperation with Public Bodies; Authorization for Housing Cooperation Agreements. The Authority is authorized to cooperate with the County and any other public body to further the development, financing, and/or operation of the Project. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority to negotiate, execute, deliver and, if applicable, file (or cause to be executed and delivered and, if applicable, filed) on behalf of the Authority, one or more cooperation agreements intended to facilitate the development, financing, and/or operation of the Project (collectively, the "Housing Cooperation Agreements") in such forms as any Authorized Officer may approve. Such Housing Cooperation Agreements may be between the Authority and the County and/or any other state public body (as defined in the Housing Cooperation Law). The Authorized Officers (and each of them acting alone) are further authorized and directed to take any other action and to execute such other documents as may be required to be taken or executed by the Authority, under the provisions of or as necessary to carry out the transactions contemplated by the Housing Cooperation Agreements (including the amendment of any such documents if necessary to further the purposes thereof or resolve ambiguities therein). An Authorized Officer's signature on a Housing Cooperation Agreement or other instrument contemplated by this Section shall be construed as the Authority's approval of such Housing Authority Cooperation Agreement or other instrument.

Section 6. Cooperation with MHCP. The Authority is authorized to cooperate with MHCP to further the development, financing, and/or operation of the Project.

Section 7. Increase in Authority Participation. The Authorized Officers, and each of them acting alone, are authorized to decrease the principal amount of the Housing Authority Loans authorized by this resolution by any amount, and to increase the aggregate outstanding principal amount of the Housing Authority Loans by an amount up to \$500,000 more than the maximum aggregate principal amount for the Housing Authority Loans stated in this resolution.

Section 8. Supplemental Authorization. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority to: (i) determine that any document authorized by this resolution is, at the time such document otherwise would be executed, no longer necessary or desirable and, based on such determination, cause the Authority not to execute or deliver such document; (ii) execute and deliver and, if applicable, file (or cause to be delivered and/or filed) any government forms, affidavits, certificates, letters, documents, agreements, and instruments that such officer determines to be necessary or advisable to give effect to this resolution and to consummate the transactions contemplated herein and/or further the development, financing, and/or operation of the Project; (iii) cause the Authority to expend such funds as are necessary to pay for all filing fees, application fees, registration fees, and other costs relating to the actions authorized by this resolution; and (iv) notwithstanding any other Authority resolution, rule, policy, or procedure, to create, accept, execute, send, use, and rely upon such tangible medium, manual, facsimile, or electronic documents, records, and signatures under any security procedure or platform, as in such Authorized Officer's judgment may be necessary or desirable to give effect to this resolution and to consummate the transactions contemplated herein.

Section 9. Execution of Duties and Obligations. The Board authorizes and directs the Authorized Officers, and each of them acting alone, and all other proper officers, agents, attorneys and employees of the Authority to carry out, or cause to be carried out, all obligations of the Authority under the instruments authorized by this resolution, and to perform or cause to be performed such other acts as they shall consider necessary or advisable in order to give effect to this resolution and the transactions contemplated herein.

Section 10. Acting Officers Authorized. Any action required or authorized by this resolution to be taken by the President/Chief Executive Officer may, in the absence of such person, be taken by the Executive Vice President of Administration/Chief Administrative Officer or Executive Vice President of Housing Operations/Chief Operations Officer of the Authority.

Section 11. Ratification and Confirmation. All actions of the Authority and its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

Section 12. Effective Date. This resolution shall be in full force and effect from and after its adoption and approval.

Section 13. Resolution No. 5792 Superseded. Upon adoption of this Resolution, Resolution No. 5792 is replaced and superseded in its entirety by this Resolution.

**ADOPTED AT THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC
MEETING THIS 30th DAY OF JUNE, 2025.**

**THE HOUSING AUTHORITY OF THE
COUNTY OF KING**

RICHARD JACKSON, Vice Chair
Board of Commissioners

ATTEST:

ROBIN WALLS
President/Chief Executive Officer and
Secretary-Treasurer

CERTIFICATE

I, the undersigned, the duly chosen, qualified and acting President/Chief Executive Officer and Secretary of the Housing Authority of the County of King (the “Authority”) and keeper of the records of the Authority, CERTIFY:

1. That the attached copy of Resolution No. 5797 (the “Resolution”) is a full, true and correct copy of the resolution of the Board of Commissioners of the Authority, as adopted at a meeting of the Authority held on June 30, 2025 (the “Meeting”), and duly recorded in the minute books of the Authority;

2. That written notice specifying the time and place of the special meeting and noting the business to be transacted (the “Notice”) was given to all members of the Board of Commissioners by mail, fax, electronic mail or personal delivery at least 24 hours prior to the special meeting (or such longer period as may be required by the Authority’s Bylaws), a true and complete copy of which notice is attached hereto as Appendix I;

3. That the Notice was also posted on the Authority’s website and prominently displayed at the main entrance of the Authority’s administrative office at 600 Andover Park W., Tukwila, Washington 98188 and at the meeting site, if different, at least 24 hours prior to the Meeting;

4. That the Notice was given to each local radio or television station and to each newspaper of general circulation that has on file with the Authority a written request to be notified of special meetings and to any others to which such notices are customarily given by the Authority;

5. That the Meeting was duly convened and held, in all respects in accordance with law, and to the extent required by law, due and proper notice of the Meeting was given; that a quorum was present throughout the Meeting and a majority of the members of the Board of Commissioners of the Authority present at the Meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 30th day of June, 2025.

Robin Walls, Secretary and President / Chief
Executive Officer of the Authority

Appendix I

T A B N U M B E R



To: Board of Commissioners

From: Robin Walls, President/CEO

Date: June 25, 2025

Re: Resolution No. 5798 – Amending and restating the Authority’s Bylaws and adopting revised policies on public meeting protocols

The Bylaws have been revised in the past with technical corrections on Jan 17, 2023 and May 20, 2024.

We have taken a comprehensive look at the Bylaws along with the Public Expression Policy to make sure they are aligned together and keeping everything current.

It has been decided:

. Bylaws Amended and Restated. The attached Amended and Restated Bylaws of the Housing Authority of the County of King are hereby adopted.

. Public Expression Policy Amended. The attached Public Expression Policy is hereby adopted.

. Ratification and Confirmation. Any actions of the Authority or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

. Repealer. Any Authority resolution, Bylaws, or policy inconsistent with the attached Amended and Restated Bylaws or Public Expression Policy are hereby superseded and repealed.

. Effective Date. This resolution shall be in full force and effect from and after its adoption and approval.

THE HOUSING AUTHORITY OF THE COUNTY OF KING

RESOLUTION NO. 5798

A RESOLUTION of the Board of Commissioners of the Housing Authority of the County of King relating to governance and open public meetings, amending and restating the Authority's Bylaws and adopting revised policies on public meeting protocols.

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

Section 1. Bylaws Amended and Restated. The attached Amended and Restated Bylaws of the Housing Authority of the County of King are hereby adopted.

Section 2. Public Expression Policy Amended. The attached Public Expression Policy is hereby adopted.

Section 3. Ratification and Confirmation. Any actions of the Authority or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

Section 4. Repealer. Any Authority resolution, Bylaws, or policy inconsistent with the attached Amended and Restated Bylaws or Public Expression Policy are hereby superseded and repealed.

Section 5. Effective Date. This resolution shall be in full force and effect from and after its adoption and approval.

ADOPTED AT A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING WITH THE APPROVAL OF AT LEAST THREE COMMISSIONERS AT AN OPEN PUBLIC MEETING THIS 30th DAY OF JUNE, 2025.

**HOUSING AUTHORITY OF THE
COUNTY OF KING**

**RICHARD JACKSON, Vice Chair
Board of Commissioners**

ATTEST:

ROBIN WALLS
President/CEO and Secretary-Treasurer

Attachment A
Amended and Restated Bylaws

**Amended and Restated
Bylaws
of
The Housing Authority of the
County of King
600 Andover Park West
Tukwila, Washington 98188
(206) 574-1100**

Adopted June 30, 2025
By the Board of Commissioners

**Bylaws of
The Housing Authority of the County of King
(As Amended and Restated)**

**Article I
The Authority**

Section 1: Name of the Authority. The name of the Authority shall be “The Housing Authority of the County of King” (hereinafter “Authority”).

Section 2: Seal of Authority. The seal of the Authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

Section 3: Powers of the Authority. The powers of the Authority shall be as specified in the Housing Authorities Law of the State of Washington (currently codified as Chapter 35.82 RCW), as the same may hereafter be amended or superseded by similar statutes. The powers shall be exercised by the Commissioners (each individually a “Commissioner,” collectively “Commissioners,” and as a body, the “Board of Commissioners”) thereof in office from time to time.

Section 4: Principal Office of the Authority. The principal administrative office of the Authority shall be at 600 Andover Park West, in the City of Tukwila, County of King, State of Washington. The Authority may transact its business at such other places as the Board of Commissioners may designate from time to time.

**Article II
Officers and Management**

Section 1: Officers. The Officers of the Board of Commissioners shall be a Chairperson (hereinafter “Chair”), and a Vice-Chairperson (hereinafter “Vice-Chair”), each elected by the Board of Commissioners from among its members.

Section 2: Chair. The Chair is empowered and shall (1) preside at all meetings of the Board of Commissioners; (2) preserve order; and (3) decide all questions of order according to applicable rules of order. Except as otherwise authorized by resolution of the Board of Commissioners, the Chair shall sign all contracts, deeds and other instruments made by the Authority. At each meeting, the Chair shall submit to the Commissioners such

recommendations and information as the Chair may consider proper concerning the business, affairs and policies of the Authority.

Section 3: Vice-Chair. The Vice-Chair shall perform the duties of the Chair in the absence or incapacity of the Chair; and in case of the resignation or death of the Chair, the Vice-Chair shall perform such duties as are imposed on the Chair until such time as the Board of Commissioners shall select a new Chair. In the event of the absence of both the Chair and the Vice-Chair from a meeting, the most senior Commissioner present shall assume the duties of the Chair for that meeting. Seniority shall be determined by date of each Commissioner's initial appointment by the King County Council.

Section 4: President/Chief Executive Officer. The Board of Commissioners shall engage a qualified person to serve as President/Chief Executive Officer (the "President/CEO") of the Authority on such terms as the Board of Commissioners shall determine to be in the best interests of the Authority. For purposes of the Housing Authorities Law, the President/CEO shall be the Executive Director of the Authority. The duties of the President/CEO shall include having general supervision over the administration of the Authority's business and affairs on a day-to-day basis, subject to the direction of the Board of Commissioners. The President/CEO shall be charged with the management of the personnel and the housing projects of the Authority.

The President/CEO shall have the custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Board of Commissioners may approve. The President/CEO shall sign all orders and checks for the payment of money and shall pay out and disburse such monies under the direction of the Board of Commissioners. Except as otherwise authorized by resolution of the Commissioners, all such orders and checks shall be countersigned by the Chair. The President/CEO shall keep regular books of accounts showing receipts and expenditures and shall render to the Board of Commissioners at each regular meeting (or oftener when requested) an account of his or her transactions and also of the financial condition of the Authority. The President/CEO shall give such bond for the faithful performance of his duties as the Board of Commissioners may determine.

In the event of a vacancy in this position, the Executive Vice President/Chief Operations Officer shall serve as interim President/CEO and shall discharge all the obligations

and duties of the President/CEO, until such time as the Board of Commissioners shall select a permanent replacement.

Section 5: Secretary. The Board of Commissioners shall employ a Secretary, who shall be the President/CEO. The Secretary shall keep all records of the Authority, shall act as secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceedings of the Board of Commissioners in a journal of proceedings to be maintained for such purpose, and shall perform all duties incident to this office. The Secretary shall keep in safe custody the seal of the Authority and shall have power to affix such seal to any contracts and instruments authorized to be executed by the Board of Commissioners.

Section 6: Election or Appointment and Term. Board appointments, shall comply with RCW 35.82.040 and King County Code 2.88.015, as each may be amended from time to time. The Chair and Vice-Chair shall be elected at the annual meeting of the Board of Commissioners from among the Commissioners, and shall hold office for two years or until their successors are elected and assume their positions.

Section 7: Vacancies. Should the offices of Chair or Vice-Chair become vacant, the Board of Commissioners shall elect a successor from among its members at the next regular meeting, who shall serve for the unexpired term of said office.

Section 8: Ethics and Conflicts of Interest. The Commissioners shall at all times comply with the requirements of Chapter 35.82.050 RCW regarding conflicts of interest for Commissioners, with applicable provisions of the Code of Municipal Ethics for Municipal Officers (chapter 42.23 RCW), and with Chapter 3.12 of the Authority's Personnel Policies and Procedures, as each may be amended from time to time. In the event that the Board of Commissioners make a determination that the conduct of a Commissioner was improper, the Commissioners may, based upon their written findings, conclusions and determinations, submit a recommendation to the King County Council for the removal of the Commissioner from office pursuant to RCW 35.82.060.

Section 9: Committees. The Board of Commissioners may appoint from among its members Commissioners who shall serve on committees organized to oversee specific activities of the Authority or to address specific issues with which the Authority may be confronted from time-to-time. Committees may be either standing committees, intended

to remain active indefinitely, or *ad hoc* committees appointed for specific purposes, intended to be disbanded when their work has been completed. When a committee is organized, the Board of Commissioners shall state the purpose for which it is formed and the period of time during which it shall remain in existence.

Article III Meetings

Section 1: Annual Meetings. The Annual Meeting of the Board of Commissioners shall be held on the same day, and at the same time in May of each year, as the regular meeting of the Board of Commissioners.

Section 2: Regular Meetings. The regular meetings of the Commissioners shall be held without notice at the principal administrative offices of the Authority on the third Monday of each month at 3:00 p.m., or at such other time and place as may be designated by resolution of the Board of Commissioners; provided, however, (A) that in the event the third Monday of a calendar month is not a business day, the regular meeting shall be on the next succeeding business day (unless another regular meeting date is designated by resolution of the Board), and (B) that in the event that the Chair determines that the business of the Authority may best be accomplished at a special meeting or meetings, the Chair may cancel any regular meeting. No notice of cancellation of a regular meeting shall be required.

Section 3: Special Meetings. The Chair of the Board of Commissioners may, when they deem it expedient, and shall, upon the written request of two Commissioners, call a special meeting of the Commissioners for the purpose of transacting any business designated in the notice of such meeting. The notice for a special meeting may be personally delivered to each Commissioner or may be mailed or, at the election of any Commissioner, e-mailed to the business or home address of each Commissioner provided by the Commissioner for that purpose at least 24 hours prior to the date of such special meeting. At such special meeting, no business shall be considered other than as designated in the notice of the meeting.

Section 4: Notice. The Secretary, or such other person as the Chair may designate, shall prepare a written agenda for each meeting, stating generally the nature of the business to be considered at such meeting, and shall deliver a copy thereof to each Commissioner

in person, by mail or by e-mail at his or her business or home address, at least 24 hours prior to such meeting except in cases of absolute emergency, when notice shall be in such time and manner as is appropriate to the circumstances. Any business may be considered at any regular meeting, notwithstanding any failure to provide notice of such meeting or any failure to include any item of business on a written agenda. Any person or organization (including, but not limited to the public media) who desires to be notified of the meetings of the Authority may register with the Secretary who shall provide notices to such individuals and organizations in the manner and time provided for notice to the Commissioners. The Secretary may, from time to time, at his or her discretion, require the re-registration of any such persons desiring notice.

Section 5: Attendance by Telephone/Video/Virtual Meeting. Any Commissioner may attend any meeting of the Board of Commissioners by telephone/video/virtual meeting, as long as all other persons present at the meeting (including those attending telephonically or through video/virtual means) can hear all comments made and questions asked by all other persons speaking at the meeting.

Section 6: Quorum. Three Commissioners shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn a meeting from time-to-time until a quorum is obtained. When a quorum is in attendance either in person or telephonically or by video/virtual means, action may be taken by the Authority upon a vote of a majority of the Commissioners present.

Section 7: Order of Business. At the regular meetings of the Commissioners, the following is the customary order of business. The Board or Commissioners may curtail, enlarge or modify this order:

- (1) Call to Order and Roll Call
- (2) Public Comment
- (3) Approval of the Minutes of the previous Meeting(s)
- (4) Consent Agenda
- (5) Resolutions for Discussion
- (6) Reports
- (7) New Business (if needed)

- (8) President/CEO's Report
- (9) Commissioner Comments
- (10) Adjournment

Section 8: Manner of Voting. The voting on all questions coming before the Board of Commissioners shall be by roll call, and the ayes and noes shall be entered upon the minutes of such meeting.

Section 9: Public Comments. Public comments shall be provided within the guidelines of the Authority's Public Expression Policy as adopted by the Commissioners, as the same may be amended from time to time.

Section 10: Authority Business Conducted by Board. All business of the Authority conducted by the Board of Commissioners shall be accomplished by the adoption of a resolution, the approval of a staff report, or passage of a motion of a Commissioner. All resolutions and reports on which action is taken shall be in writing and a copy of each report and resolution must be submitted prior to adoption or approval to each of the Commissioners present at the meeting considering adoption or approval. Adopted reports and resolutions shall be included in the minutes of the Authority. Meetings will be conducted in accordance with "Roberts Rules of Order" as modified by the Commissioners.

Section 11: Executive Session. The Commissioners may go into executive session on a majority vote of the Commissioners present. Before convening into executive session, the Chair will publicly announce the purpose for excluding the public from the meeting place and the time when the executive session will be concluded. The Commissioners may enter executive session only for discussion of specific matters as allowable under the Washington State Open Public Meetings Act, Chapter 42.30 RCW, as it may be amended from time to time, or any statutes that are successors thereto. The executive session may be extended to a later time by announcement of the Chair.

Section 12: Adjournment. The Board of Commissioners may adjourn a regular or special meeting to a time and place specified in the order of adjournment. The Secretary will cause a written notice of the adjournment to be given in the same manner as provided for special meetings. Whenever any meeting is adjourned, a copy of the order or notice of adjournment will be conspicuously posted immediately after the time of the adjournment on or near the door of the location where the regular or special meeting was held. When a

regular meeting is adjourned as provided in this subsection, the resulting resumed regular meeting is a regular meeting for all purposes.

Article IV Amendments

Section 1: Amendment to Bylaws. The Bylaws of the Authority shall be amended only with the approval of at least three Commissioners at a regular or a special meeting, but no such amendment shall be adopted unless at least seven days' written notice thereof has been previously given to all Commissioners. The substance of the proposed amendment must be sent to each Commissioner as part of the notice. The approved Bylaws will supersede all previous Bylaws.

ADOPTED AT A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC MEETING THIS 30th DAY OF JUNE, 2025.

**THE HOUSING AUTHORITY OF THE
COUNTY OF KING**

RICHARD JACKSON, Vice Chair
Board of Commissioners

ROBIN WALLS
President/CEO and Secretary-Treasurer

Attachment B
Public Expression Policy

Public Expression Policy

The Housing Authority of the County of King (“KCHA”) Board of Commissioners (“Board”) encourages public participation in its meetings and appreciates hearing from any members of the public about their interests or concerns regarding KCHA’s business or its communities. In order to facilitate the public comment process and preserve order and decorum at the Board’s public meetings, the Board adopts this Public Expression Policy.

Section 1. Opportunity for Public Comment.

A. Individuals who wish to address the Board may have the opportunity to do so at the Board’s regular monthly meetings during the “Public Comment” portion of the meeting. At the option of the Board, special meetings may also include “Public Comment” portions. Public comment must be made in such a manner as to comply with the requirements imposed by the Chair of the Board and this Public Expression Policy.

B. Public comments may address any item or topic that is scheduled for discussion by the Board on that meeting’s agenda or any matter of interest or concern regarding KCHA business. Public comments will only be heard during the “Public Comment” portion of the meeting as noted on the agenda. Other opportunities for public comment may be provided at the discretion of the Board Chair or a majority vote of the Board. To preserve order and decorum and in the interest of efficiency, the Board or its Chair may impose time and subject matter limits on public comment or testimony beyond the limits addressed in this policy.

C. Public comments may be required to be submitted in writing, unless otherwise required by law.

Section 2. Submission of Written Comments or Materials. Any written comments or other materials for the Board’s consideration at an upcoming meeting should be submitted at least three days before the meeting or such other deadline as the Board Chair may set. Materials received after the submission deadline might not be considered by the Board. Written comments and materials can be delivered in hard copy to the Board Secretary at Office of the President/CEO, King County Housing Authority, 600 Andover Park W., Tukwila, WA 98188-3326, or sent via email to the contact provided on the meeting agenda or posted on KCHA’s webpage regarding Board meetings.

Section 3. Requests for Accommodation. An individual who cannot address the Board in person due to a disability, limited mobility, or other reason deemed valid by the Board Chair may request to address the Board telephonically or by virtual/remote means by making a request to the Board Secretary or Board coordinator. Requests must be made at least three days prior to the meeting and directed to the contact provided on the meeting agenda or posted on KCHA’s webpage regarding Board meetings.

Section 4. Speaker Sign-Up. Individuals wishing to speak during Public Comment shall sign up with the Board coordinator prior to the start of the meeting and provide their name,

affiliation (if relevant). Providing a contact address, phone number and/or e-mail address is optional.

Section 5. Materials for the Board. Materials to be provided to the Board members at the meeting shall be handed to the Secretary or Board coordinator. Speakers are encouraged, however, to provide any such materials several days in advance of the meeting by submitting them as directed in Section 2.

Section 6. Time for Public Comment. At the beginning of the Board's regular monthly meeting, an open session not to exceed 20 minutes will be held to hear from any interested members of the public ("Public Comment"). Individuals will be provided up to three minutes to address the Board. The Chair may limit the time per speaker to less than three minutes or may limit the subject matter to meeting agenda items, depending on the number of individuals present who wish to speak. If a representative is proposed to speak on behalf of a group present at the meeting, the Chair may approve an increased time allotment for that representative. Speakers shall begin their comments by stating their name and address for the record. Remarks shall end when a speaker's allotted time has expired.

Section 7. Disruptions of Board Meetings Prohibited.

A. Engaging in speech or conduct that interrupts, delays, or otherwise disrupts the orderly conduct of any meeting is prohibited. Disruptions include, but are not limited to:

(1) Speech by an individual after expiration of the time allotted for the speaker's public comment or testimony;

(2) Speech by an individual who has not been recognized by the Chair for public comment and is speaking in a volume louder than a low, conversational level appropriate for communication between persons seated next to each other, or whose speech is audible by others;

(3) Comments or testimony that does not comply with Section 1;

(4) Standing, except when: entering or leaving the meeting room, providing comment or public testimony after being called on by the Chair, or as necessary to obtain a copy of meeting materials;

(5) Holding or placing a banner or sign during a meeting in a way that may endanger other individuals or that obstructs the free passage or view of others attending or viewing the meeting;

(6) Whistling, handclapping, stamping of feet, making noise or waving arms; or

(7) Activities by an individual that, in the reasonable determination of the Chair, disrupt the meeting.

B. If an individual engages in disruption of the meeting, including but not limited to any of the actions described in subsection A, the Chair may: (1) order the individual to leave the meeting; (2) order the individual to cease the activity; and/or (3) impose other reasonable conditions for the individual's continued presence at the meeting. If the individual does not immediately comply with the Chair's order, the Chair may direct the removal of the individual from the meeting.

C. Unless otherwise ordered by the Chair, any individual ordered to be removed from a meeting is excluded from returning to that meeting, unless the decision of the Chair is overruled by a majority vote of Commissioners in attendance. Any two Commissioners may place before the Board the question of whether to permit the individual to return to the same meeting.

D. If an individual has been removed from two or more consecutive Board meetings, the Chair may exclude the individual from participation in public comment or testimony periods at future Board meetings.

(1) The Chair shall notify the individual in writing of the type of exclusion, the specific reasons for the exclusion, and the specific terms and length of the exclusion.

(2) The notice of exclusion shall advise that the individual may submit written comments for distribution to Board members at future public comment or testimony periods.

(3) At the direction of the Chair, the Board coordinator shall: post the notice of exclusion on the door to KCHA's main offices and on KCHA's Board meetings webpage; provide a copy of the notice to the Commissioners; and mail the notice to the excluded individual's last known address, if any. The notice is effective when posted on the door to KCHA's main offices. The exclusion order shall remain posted for the duration of the exclusion period.

(4) In determining the scope and length of an individual's exclusion, the Chair may consider the seriousness of the disruptions to the orderly conduct of the meeting, the number of disruptions in which the individual participated, and other criteria deemed relevant by the Chair. The Chair may issue an exclusion from future participation at Board meetings, including public comment or testimony periods for up to sixty calendar days.

(5) At the next regular meeting of the Board following the posting of an exclusion notice, the exclusion order may be overruled or modified by a majority vote of Commissioners in attendance. Any two Commissioners may place before the Board the question of whether to overrule or modify the exclusion decision.

(6) Any individual excluded from participation at Board meetings may appeal the exclusion by submitting a written appeal to the Board Chair within five calendar days after the exclusion notice is posted. The Board Secretary shall distribute copies of the



appeal to all Board members. The Board shall consider the appeal at the next regularly scheduled Board meeting if any two members place it before the Board. The individual's exclusion from public comment or testimony periods shall remain in effect during the Board's consideration of the appeal. The individual may continue to submit written comments on agenda items coming before the Board for action.

Adopted by the Board of Commissioners
June 30, 2025

CERTIFICATE

I, the undersigned, the duly chosen, qualified and acting President/Chief Executive Officer and Secretary of the Housing Authority of the County of King (the “Authority”) and keeper of the records of the Authority, CERTIFY:

1. That the attached copy of Resolution No. 5798 (the “Resolution”) is a full, true and correct copy of the resolution of the Board of Commissioners of the Authority, as adopted at a meeting of the Authority held on June 30, 2025 (the “Meeting”), and duly recorded in the minute books of the Authority;

2. That written notice specifying the time and place of the special meeting and noting the business to be transacted (the “Notice”) was given to all members of the Board of Commissioners by mail, fax, electronic mail or personal delivery at least 24 hours prior to the special meeting, a true and complete copy of which notice is attached hereto as Appendix I;

3. That the Notice was also posted on the Authority’s website and prominently displayed at the main entrance of the Authority’s administrative office at 600 Andover Park W., Tukwila, Washington 98188 and at the meeting site, if different, at least 24 hours prior to the Meeting;

4. That the Notice was given to each local radio or television station and to each newspaper of general circulation that has on file with the Authority a written request to be notified of special meetings and to any others to which such notices are customarily given by the Authority;

5. That the Meeting was duly convened and held, in all respects in accordance with law, and to the extent required by law, due and proper notice of the Meeting was given; that a quorum was present throughout the Meeting and a majority of the members of the Board of Commissioners of the Authority present at the Meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

6. As required by Article IV of the Authority’s Amended and Restated Bylaws approved January 17, 2023, as amended and supplemented to date, in connection with amendments to such Bylaws: (a) written notice of the Meeting, which notice included the proposal to amend the Authority’s Bylaws and the substance of such amendment was provided to each Commissioner at least seven days in advance of the Meeting; and (b) at least three Commissioners voted for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 30th day of June, 2025.

Robin Walls, Secretary and President/Chief
Executive Officer of the Authority

Appendix I
Notice of Special Meeting

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- Richard Jackson
- Jerry Lee
- Regina Elmi
- Tina Keys

Memo

TO: Board of Commissioners

FROM: Wendy Teh
Vice President of Finance

DATE June 30, 2025

RE: 2025 First Quarter Financial Report

Executive Summary

First quarter 2025 financial results for KCHA, excluding development activities, exceeded budget projections. Operating income was approximately \$11.4 million more than budget with both tenant revenue and block grant revenue exceeding expectations. Operating expenses were 93% of the budget and approximately \$9.5 million less than anticipated. The key drivers include reduced payroll costs due to unfilled positions as well as lower spending on social services, maintenance and administrative costs. As a result, net operating income was higher than budget by \$20.8 million.

Financial Highlights

For Federal Programs and Properties, which include Moving to Work (MTW), Housing Choice Vouchers (HCV) and Public Housing (PH), operating revenue was \$11.7 million above the budget. Tenant revenue as well as federal subsidies for both HCV and PH were higher than anticipated. Operating expenses were under budget at 97% of the budgeted total. These combined to result in additional net operating income of \$14.5 million. Other highlights include:

- Capital Construction projects were below target but are expected to pick up in subsequent quarters.
- Social Service Expenses such as Emergency Housing Voucher service fees are expected to occur later in the year.
- Salaries and benefits were below budget due to unfilled positions.

The Local Programs and Properties had operating revenue that was \$357 thousand below budget. Combined with lower-than-expected expenditures, net operating income was \$6.4 million more than budget. The main driver of the decreased revenue was lower weatherization grant reimbursements due to lower spending while for expenses, unfilled positions resulted in less payroll costs.

Other notable highlights include:

- Maintenance expenses lower than anticipated but are expected to pick up later in the year.
- Various administrative categories under target including Professional Services, Administrative Contracts, and Computer Equipment.

For Development activities, net income is higher than expected due to operating revenue being ahead of budget and operating expenses being only 62% of budget. Other highlights related to the Kirkland Heights project include:

- Non-operating income is \$700 thousand more than budget due to the developer fee and interest income exceeding target
- Interest expense on the bonds higher than budgeted.
- Subordinate debt advanced for the development below target

Financial Statements

The Financial Statements below are included to provide detailed financial information for all activities as well as any corresponding notes needed for further explanation.

Income Statements show operating and non-operating income, expenses and net gain or loss. These have been broken out into four separate reports to show differences between KCHA programs and activities. Each individual report highlights the following programs:

1. Combined Operations – Federal and Local Programs, excluding Development activity
2. Federal Programs & Properties – Includes all federal programs such as Housing Choice Vouchers, Public Housing, Capital Fund Program, and several other Federal grants to house and assist families towards self-reliance or improved living circumstances.
3. Local Programs & Properties – Includes properties and programs owned by KCHA and managed either by KCHA Property Management or Asset Management via third party management companies. This category is sometimes referred to as Workforce Housing.
4. Development Activity – Includes all activities handled by our Development department. Most of the financial activities of this department are below-the-line, construction-related and as such are tracked in the balance sheet as “work-in-process” and do not impact net operating income.

The Statement of Financial Position, or Balance Sheet, which shows assets, liabilities and equity, provides a snapshot of KCHA’s finances, and is divided into Combined Operations and Development Activity.

Finally, a detailed summary of MTW Uses and Sources is included. One of the most important features of being an MTW agency is the financial flexibility to use funds where they are needed most depending on local housing needs. The charts show where we are able to use funding streams in a variety of ways to support KCHA goals and initiatives.



King County Housing Authority
Income Statement with Cash Adjustments
Combined Operations (excl development activity)
For the Period Ended March 31, 2025

	2025 YTD Actual	2025 YTD Budget	% of YTD Budget	
Operating Revenues				
1 Tenant Revenue	\$43,552,858	\$42,713,306	102%	
2 Operating Subsidy from HUD-HCV	81,171,011	69,962,476	116%	(1)
3 Operating Subsidy from HUD-PH	3,496,437	3,305,083	106%	
4 Port-In Income	10,497,234	10,468,910	100%	
5 Other Operating Income	9,643,265	10,532,504	92%	(2)
6 Total Operating Income	148,360,804	136,982,278	108.3%	
Operating Expenses				
7 Salaries	16,804,943	18,892,297	89%	(3)
8 Benefits	5,366,998	6,365,432	84%	(3)
9 Occupancy Expenses	10,440,060	12,809,172	82%	(4)
10 Maintenance Projects	0	0	NM	
11 HAP Expense-KCHA	60,340,578	60,353,447	100%	
12 HAP Expense-Ports In	10,575,383	10,468,910	101%	
13 Other Social Service Expenses	4,005,746	6,145,362	65%	(5)
14 Administrative Expenses	9,623,037	11,586,512	83%	(6)
15 Total Operating Costs	117,156,745	126,621,133	93%	
16 Net Operating Income	31,204,060	10,361,146	301%	
Non-Operating Revenues				
17 Non-Operating income	6,622,356	8,771,133	76%	(7)
18 Total Non-Operating Income	6,622,356	8,771,133	76%	
Non-Operating Expenses				
19 Interest Payments	9,024,755	8,715,169	104%	
20 Non-Operating Expenses	205,851	386,995	53%	(8)
21 Total Non-Operating Expenses	9,230,606	9,102,164	101%	
22 Net Non-Operating Income (Loss)	(2,608,250)	(331,031)	788%	
23 Net Income(Loss)	28,595,810	10,030,115	285%	
Adjustments to Cash - Sources (Uses)				
24 Principal Payments	(11,458,932)	(4,671,603)	245%	(9)
25 Capital Expenditures	(10,338,388)	(12,461,953)	83%	(10)
26 Acquisitions/LIHTC Return to KCHA	0	0	NM	
27 Change (to)/from Designated Cash	(906,902)	(892,199)	102%	
28 Change (to)/from Restricted Cash	(6,561,857)	(2,760,317)	238%	(11)
29 Transfers In/(Out)	(400,692)	(256,432)	156%	(12)
30 Other Changes in Debt	0	0	NM	
31 Others Sources/(Uses of Cash)	14,787,319	3,755	393,824%	(13)
32 Total Adjustments to Cash	(14,879,452)	(21,038,749)	71%	
33 Net Change in Unrestricted Cash	\$13,716,357	(\$11,008,634)	NM	
34 Beginning Cash Balance-Unrestricted/Held by Mgmt Agent	323,247,343			
35 Ending Cash Balance-Unrestricted/Held by Mgmt Agent	344,432,459			

Footnotes:

- 1) Actual HCV subsidy funding received during the first quarter exceeded target. Additional funding totaling \$12 million was received for expenses and to pay-off the MKCRF loan.
- 2) Mainly due to higher than budgeted HAP subsidy paid to Fairwind and Vantage Point partnerships.
- 3) Salaries and benefit were below target due to unfilled positions.
- 4) Various maintenance contract projects were below target as it is typical early in the year, but expect to increase as the year progresses.
- 5) The budgeted EHV Service Fee-Housing Search Assistance and Tenant support expenses are expected to occur later in the year.
- 6) Due to late start of various projects, the corresponding CFP grant draws were below target. Also, interest income earned on deposits were below target.
- 7) Technical accounting entry to adjust interest expense related to blended component units.
- 8) The budgeted current year bond principal payments have yet to be made.
- 9) Capital construction projects were below target mainly due projects having a late start but expected to pick up in subsequent quarters.
- 10) As the Yardi project progresses, release from technology reserve exceeded target.
- 11) The budgeted EHV Service fees have yet to be received.
- 12) Transfer from MTW to fund init upgrade projects exceeded target. Unit upgrades depend on availability.
- 13) Mainly due to decrease suspense, account receivable, and internal loan receivable, increase in deferred liabilities offset by decrease accounts payable and deferred revenue.



**King County Housing Authority
Income Statement with Cash Adjustments
Federal Programs and Properties
For the Period Ended March 31, 2025**

	2025 YTD Actual	2025 YTD Budget	% of YTD Budget	
Operating Revenues				
5 Tenant Revenue	3,844,166	3,772,339	102%	
6 Operating Subsidy from HUD-HCV	81,056,142	69,844,882	116%	
7 Operating Subsidy from HUD-PH	3,496,437	3,302,497	106%	(1)
8 Port-In Income	10,497,234	10,468,910	100%	
9 Other Operating Income	1,672,932	1,443,148	116%	(2)
Total Operating Income	100,566,911	88,831,776	113%	
Operating Expenses				
10 Salaries	6,256,961	7,088,203	88%	(3)
11 Benefits	2,171,218	2,617,471	83%	(3)
12 Occupancy Expenses	2,997,724	3,700,140	81%	(4)
13 Maintenance Projects	-	-	NM	
14 HAP Expense-KCHA	60,340,578	60,353,447	100%	
15 HAP Expense-Ports In	10,575,383	10,468,910	101%	
16 Other Social Service Expenses	2,740,133	3,167,491	87%	(5)
17 Administrative Expenses	4,195,217	4,617,893	91%	
Total Operating Costs	89,277,214	92,013,555	97%	
Net Operating Income	11,289,696	(3,181,779)	NM	
Non-Operating Revenues				
21 Non-Operating income	2,615,085	4,339,214	60%	(6)
Total Non-Operating Income	2,615,085	4,339,214	60%	
Non-Operating Expenses				
19 Interest Payments	1,094,791	940,257	116%	(7)
22 Non-Operating Expenses	(134,835)	0	NM	(7)
Total Non-Operating Expenses	959,956	940,257	102%	
Net Non-Operating Income (Loss)	1,655,129	3,398,956	49%	
Net Income(Loss)	12,944,826	217,178	5960%	
Adjustments to Cash - Sources (Uses)				
18 Principal Payments	0	(221,250)	0%	(8)
23 Capital Expenditures	(3,551,979)	(4,193,809)	85%	(9)
30 Acquisitions/LIHTC Return to KCHA	0	0	NM	
24 Change in Designated Cash	759,184	(75,201)	NM	(10)
25 Change in Restricted Cash	23,584	(462,499)	NM	(11)
26 Transfers In/Out	(510,648)	(245,280)	208%	(12)
31 Other Changes in Debt	0	0	NM	
27 Others Sources/(Uses of Cash)	(2,866,073)	363,852	NM	(13)
Non Operating Net Sources (Uses) of Cash	(6,145,932)	(4,834,187)	127%	
Net Change in Unrestricted Cash	\$ 6,798,894	\$ (4,617,009)	NM	
Beginning Cash Balance-Unrestricted/Held by Mgmt Agent	66,818,995			
Ending Cash Balance-Unrestricted/Held by Mgmt Agent	72,835,121			

Footnotes:

- 1) Actual HCV subsidy funding received during the first quarter exceeded target. Additional funding totaling \$12 million was received for expenses and to pay-off the MKCRF loan.
- 2) Mainly due to higher than budgeted HAP subsidy paid to Fairwind and Vantage Point partnerships.
- 3) Salaries and benefit were below target due to unfilled positions.
- 4) Various maintenance contract projects were below target as it is typical early in the year, but expect to increase as the year progresses.
- 5) The budgeted EHV Service Fee-Housing Search Assistance and Tenant support expenses are expected to occur later in the year.
- 6) Due to late start of various projects, the corresponding CFP grant draws were below target. Also, interest income earned on deposits were below target.
- 7) Technical accounting entry to adjust interest expense related to blended component units.
- 8) The budgeted current year bond principal payments have yet to be made.
- 9) Capital construction projects were below target mainly due projects having a late start but expected to pick up in subsequent quarters.
- 10) As the Yardi project progresses, release from technology reserve exceeded target.
- 11) The budgeted EHV Service fees have yet to be received.
- 12) Transfer from MTW to fund unit upgrade projects exceeded target. Unit upgrades depend on availability.
- 13) Mainly due to decrease suspense, account receivable, and internal loan receivable, increase in deferred liabilities offset by decrease accounts payable and deferred revenue.



King County Housing Authority
Income Statement with Cash Adjustments
Local Programs and Properties
For the Period Ended March 31, 2025

	2025 YTD Actual	2025 YTD Budget	% of YTD Budget	
Operating Revenues				
5 Tenant Revenue	39,708,692	38,940,967	102%	
6 Operating Subsidy from HUD-HCV	114,869	117,594	98%	
7 Operating Subsidy from HUD-PH	-	2,586	0%	
8 Port-In Income	-	-	NM	
9 Other Operating Income	7,970,332	9,089,356	88%	(1)
Total Operating Income	47,793,893	48,150,502	99%	
Operating Expenses				
10 Salaries	10,547,982	11,804,094	89%	(2)
11 Benefits	3,195,780	3,747,961	85%	(2)
12 Occupancy Expenses	7,442,336	9,109,032	82%	(3)
13 Maintenance Projects	-	-	NM	
14 HAP Expense-KCHA	-	-	NM	
15 HAP Expense-Ports In	-	-	NM	
16 Other Social Service Expenses	1,265,613	2,977,871	43%	(1)
17 Administrative Expenses	5,427,792	6,968,620	78%	(4)
Total Operating Costs	27,879,503	34,607,578	81%	
Net Operating Income	19,914,390	13,542,925	147%	
Non-Operating Revenues				
21 Non-Operating income	4,007,271	4,431,920	90%	
Total Non-Operating Income	4,007,271	4,431,920	90%	
Non-Operating Expenses				
19 Interest Payments	7,929,964	7,774,912	102%	
22 Non-Operating Expenses	340,686	386,995	88%	(5)
Total Non-Operating Expenses	8,270,650	8,161,907	101%	
Net Non-Operating Income (Loss)	(4,263,379)	(3,729,987)	114%	
Net Income(Loss)	15,651,011	9,812,938	159%	
Adjustments to Cash - Sources (Uses)				
18 Principal Payments	(11,458,932)	(4,450,353)	257%	(6)
23 Capital Expenditures	(6,786,409)	(8,268,144)	82%	(7)
40 Acquisitions/LIHTC Return to KCHA	-	-	NM	
24 Change in Designated Cash	(1,666,086)	(816,998)	204%	(8)
25 Change in Restricted Cash	(6,585,441)	(2,297,817)	287%	(9)
26 Transfers In/Out	109,956	(11,152)	NM	
41 Other Changes in Debt	-	-	NM	
27 Others Sources/(Uses of Cash)	17,653,392	(360,097)	NM	(10)
Non Operating Net Sources (Uses) of Cash	(8,733,520)	(16,204,562)	54%	
Net Change in Unrestricted Cash	6,917,491	(6,391,624)	NM	
Beginning Cash Balance-Unrestricted/Held by Mgmt Agent	256,428,348			
Ending Cash Balance-Unrestricted/Held by Mgmt Agent	271,597,366			

Footnotes:

- 1) Mainly due to lower spending and grant reimbursements on weatherization projects.
- 2) Salaries and benefit were below target due to unfilled positions.
- 3) Various maintenance contract projects were below target as it is typical early in the year, but expect to increase as the year progresses.
- 4) Various categories were under target: professional services, admin contracts, and computer equipment.
- 5) Mainly due to technical accounting entry to correct the Birch Creek long term debt balance.
- 6) Main due to payment of the Birch Creek and Spiritwood lease payable from distribution of net cash flow.
- 7) Due to project delays, capital projects are below target but expected to increase as the year progresses.
- 8) Deposits to replacement reserves were higher than budgeted. Also, the budgeted draw from Sandpiper property improvement reserve has yet to occur.
- 9) Mainly due to higher than budgeted deposits to debt service reserves.
- 10) Mainly due to increase in accrued interest payable and payroll liabilities, decrease in lease and grant receivables offset by decreases in accounts payable.



**King County Housing Authority
Income Statement with Cash Adjustments
Development Activity
For the Period Ended March 31, 2025**

	2025 TYD Actual	2024 YTD Budget	% of YTD Budget	
Operating Revenues				
1 Operating Revenue	18,625	5,004	372%	
2 Total Operating Income	18,625	5,004	372%	
Operating Expenses				
3 Operating Expenses	217,709	349,604	62%	(1)
4 Total Operating Costs	217,709	349,604	62%	
Net Operating Income (Loss)	(199,084)	(344,600)	58%	
Non-Operating Revenues				
5 Non-Operating income	3,917,014	3,210,690	122%	(2)
Non-Operating Expenses				
6 Non-Operating Expenses	0	0	NM	
7 Interest Payments	1,541,770	1,588,596	97%	
Total Non-Operating Expenses	1,541,770	1,588,596	97%	
Net Non-Operating Income (Loss)	2,375,243	1,622,094	146%	
Net Income(Loss)	2,176,160	1,277,494	170%	
Adjustments to Cash - Sources (Uses)				
8 Change in Debt	-	17,371,515	0%	(3)
9 Capital Expenditures	(510,763)	(1,035,917.47)	49%	(4)
10 Acquisitions/LIHTC Return to KCHA	-	(15,012,000)	0%	(3)
12 Change in Restricted Cash	(1,483,844)	(375,668)	395%	(5)
13 Transfers In/Out	400,692	383,849	104%	
15 Others Sources/(Uses of Cash)	(3,762,038)	(7,526,096)	50%	(6)
Non Operating Net Sources (Uses) of Cash	(5,355,952)	(6,465,455)	83%	
Net Change in Unrestricted Cash	(3,179,792)	(5,187,961)	61%	
Beginning Cash Balance-Unrestricted/Held by Mgmt Agent	(12,980,790)			
Ending Cash Balance-Unrestricted/Held by Mgmt Agent	(16,160,582)			

Footnotes:

- 1) Professional and legal services fees related to the Greenbridge lot sales was below target. Also, salaries and benefits were below target due to unfilled positions.
- 2) Developer fee income for Kirkland Heights exceeded target. Interest income and expense on Kirkland Heights pass through bonds was higher than anticipated in the budget.
- 3) \$60 million was budgeted for new housing acquisitions through debt financing. The acquisition of Brier Woods for \$40.8 million occurred in the 2nd quarter.
- 4) \$500K was budgeted for Skyway rehab project in the first quarter, actual project cost occurred in the second quarter.
- 5) Due to rising interest rate, interest income earned on Program Income reserves exceeded target. Also, due to \$800K Escrow deposit for Trail Head project. Unbudgeted.
- 6) Subordinate debt advanced for development of Kirkland Heights Apartment project was below target.

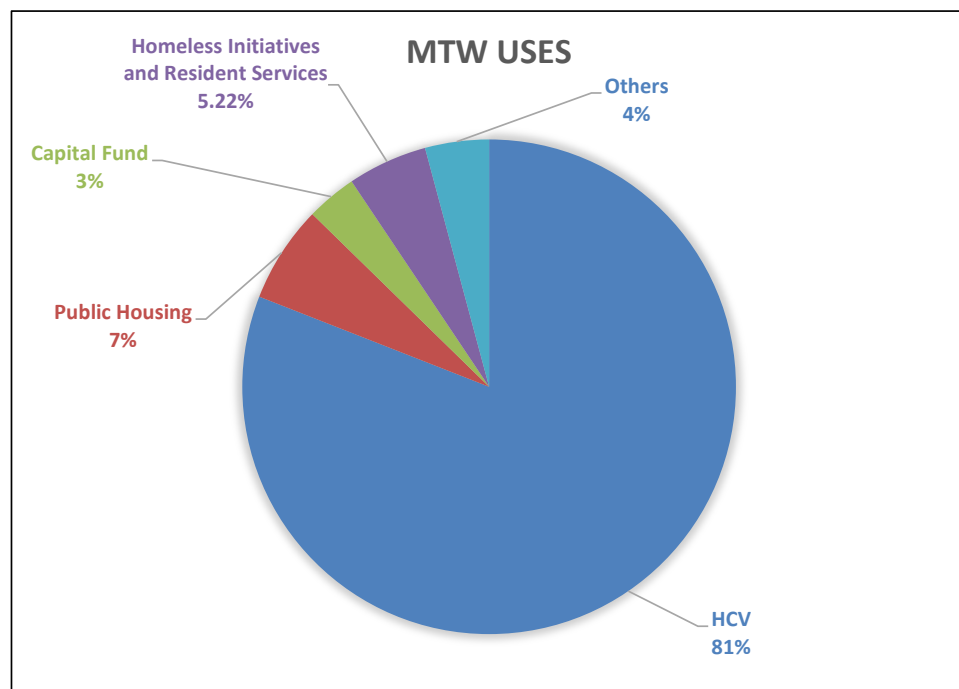
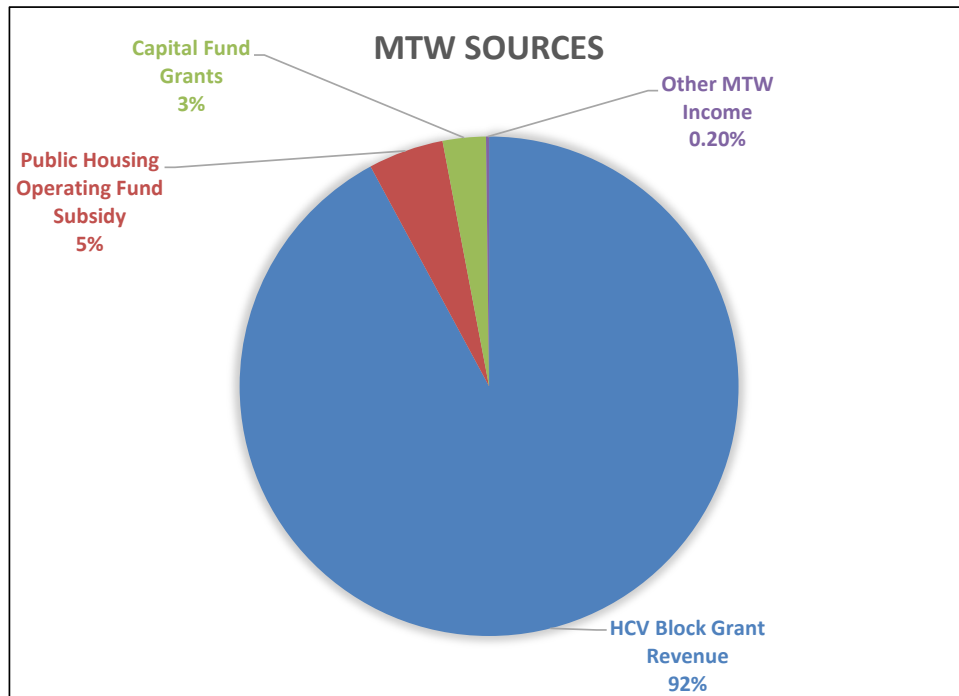


**King County Housing Authority
Statement of Financial Position
Combined Operations (excluding development activity)
As of March 31, 2025**

	2025 Actual
Cash-Unrestricted	\$154,361,033
Cash-Held by Management Agent	35,933,173
Cash-Designated	121,869,884
Cash-Restricted	32,268,370
Total Cash	344,432,460
Other Current Assets	25,702,526
Long-term Assets	1,926,673,920
Total Other Assets	1,952,376,446
Total Assets	\$2,296,808,906
Current Liabilities	71,211,001
Long-Term Liabilities	1,216,153,096
Total Liabilities	1,287,364,098
Equity	1,009,444,808
Total Liabilities and Equity	\$2,296,808,906

MTW Sources & Uses

	<u>Actual</u>
<u>MTW SOURCES</u>	
HCV Block Grant Revenue	\$ 65,884,066
Public Housing Operating Fund Subsidy	3,496,437
Capital Fund Grants	1,999,445
Other MTW Income	140,061
Total MTW Sources	<u>71,520,008</u>
<u>MTW USES</u>	
HCV	
Funding of HAP Payments to Landlords	(46,649,167)
Funding of Section 8 Administrative Costs	(2,384,585)
Public Housing	
Transfers to PH AMPs Based on Need	(356,191)
Public Housing Operating Expenses	(3,496,437)
Capital Fund	
Capital Fund Grants	(1,999,445)
Homeless Initiatives and Resident Services	
Homeless Initiatives	(215,374)
Resident Services	(2,948,109)
Others	
MTW Admin Support Costs	(229,384)
Construction Activity & Management Fees	(1,343,319)
Ilahee debt payments	-
Misc. Other Uses	(961,638)
Total MTW Uses	<u>\$ (60,583,650)</u>



T A B N U M B E R

6



TO: Board of Commissioners
FROM: Crystal Barrow-Mendez, Accounting Manager
DATE: April 29, 2025
RE: 1st Quarter 2025 Summary Write-Offs

During the 1st quarter of 2025, tenant accounts totaling \$87,572 were deemed uncollectable and subsequently written off. In accordance with KCHA policy, all accounts with balances owed of \$100 or more will be forwarded to the Authority's contracted collection agency. The number of accounts written off, as well as the total amount, increased compared to the fourth quarter of 2024. This increase is primarily attributed to 31 accounts being written off, including three significant accounts totaling \$54,516.83. Contributing factors include six termination of tenancy for non-payment of rent or criminal activity, eight residents who vacated their units to avoid eviction proceedings, and five accounts associated with deceased residents, among other circumstances.

	Total WRITE-OFFS	YTD WRITE-OFFS
Rent Balance Forward to Vacate Month	\$ 92,448	\$ 92,448
Retro Rent Write-offs	\$ 4,140	\$ 4,140
<u>VACATE CHARGES:</u>		
Rent Delinquent in Vacate Month	\$ 4,284	\$ 4,284
Cleaning & Damages	\$ 19,064	\$ 19,064
Paper Service & Court Costs	\$ -	\$ -
Miscellaneous Charges	\$ -	\$ -
Total Charges	<u>\$ 23,348</u>	<u>\$ 23,348</u>
Total All Charges	<u>\$ 119,936</u>	<u>\$ 119,936</u>
<u>CREDITS:</u>		
Security Deposits	\$ (4,150)	\$ (4,150)
Miscellaneous Payments & Credits	\$ (28,214)	\$ (28,214)
Total Credits	<u>\$ (32,364)</u>	<u>\$ (32,364)</u>
Total Net Write-offs	<u>\$ 87,572</u>	<u>\$ 87,572</u>
Net Write-offs by Portfolio		
KCHA	\$ 67,480	\$ 67,480
Green River II	\$ -	\$ -
Soosette Creek	\$ 5,596	\$ 5,596
Zephyr	\$ -	\$ -
Fairwind	\$ -	\$ -
Vantage Point	\$ 1,011	\$ 1,011
Spiritwood Manor	\$ 13,485	\$ 13,485
	<u>\$ 87,572</u>	<u>\$ 87,572</u>

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7



King County
Housing
Authority

2025 Goals



Framing Goals through the Day of Solidarity Proclamation

- 🏠 On June 19, 2020 KCHA's board passed Resolution No. 5657 supporting that KCHA's work of ***Transforming lives through housing*** should be based upon a foundation of equity both within our organization and programs.
- 🏠 The Equity Diversity Inclusion and Belonging Office was established and hired full-time staff members in support of this goal in 2021.
- 🏠 In 2023 the Executive Team held a retreat to establish organizational goals, with the intent of each goal is to operationalize KCHA's core organizational goals through an equity framework.

KCHA Core Goals

🏠 KCHA's Core Goals are:

- Support the development of equitable, inclusive and anti-racist practices across the organization.
- Develop and enhance workforce programming to attract, retain, and develop KCHA staff to improve business practices and promote an inclusive workplace culture.
- Continue to Upgrade and Expand KCHA's Affordable Housing Inventory.
- Continue to Reduce KCHA's Environmental Footprint and promote Environmental Justice.
- Improve KCHA Operational Experience for Internal and External Customers.

KCHA Core Goals

- The entirety of the outlined goals, DEI and Environmental programming has been reviewed by legal counsel.
- Counsel has advised that the following goals and programming are not in conflict with any of the Executive Orders designed to target DEI and Environmental justice activities.
- In 2024, an EDIB Council was established internally to provide cross functional collaboration on the established goals.
- The council meets quarterly with the first phase of outlining activities around the goals and the current phase of operationalizing goals.

Board Updates

- We will provide updates on the goals, many of which have initial reporting dates in the upcoming months.
- Full implementation of certain goals will be multi-year.



Improve KCHA Operational Experience



5. Enhance Digital Access for KCHA Residents

- 🏠 Goal Language: Expand Digital Access for those on KCHA assistance. This includes access to affordable internet, devices and digital literacy.
- 🏠 KCHA is currently participating in HUD's Connect Home USA Tier 1 cohort. The three-year pilot consists of six properties in Auburn supporting 295 units.
- 🏠 KCHA's existing infrastructure has several challenges related to broad band access throughout parts of our portfolio.
- 🏠 Conduct assessment of existing infrastructure with support from Comcast
 - Q4 2025 completion
- 🏠 Determine number of properties that can participate in Internet as an Amenity service via Comcast that would be inclusive of Workforce and LIPH.

5. Enhance Digital Access for KCHA Residents

- 🏠 Develop baseline for residents with high-speed internet access.
 - 70% of residents at federal properties have access
 - Voucher holder access is unclear (need to develop survey mechanism to determine)
 - Electronic surveys for voucher holders (expand to property mgmt.) end of Q2 2025
 - Clarify usage by program type
- 🏠 Develop financial support models to support access to High-Speed Internet (50mbps current standard).
 - 2026 implementation
- 🏠 IT, Social Impact, Resident Services, Digital Advisory Committee.



Development and Implementation of Inclusive practices



Equity Framework

- 🏠 **New Goal:** *Develop an organizational equity assessment tool.*
- 🏠 Multiple equity assessment tools are currently in development/use
 - EDIB Office
 - Support Services (Procurement and Environmental Services)
 - Data Security and Governance Oversight (DSGOT)
- 🏠 Framework will consider internal/external stakeholders, financial impact and broad applicability.
- 🏠 **Responsibility:** EDIB Office with working subcommittee consisting of above listed committee/team members

Equity Framework

- 🏠 Timeframe – draft framework by beginning of Q2 2025; finalized by end of Q2 2025.
- 🏠 Board and All Staff presentation end Q3 2025.

Expand and Support Small Business Development

- Goal: In support of operations, KCHA spends in excess of a baseline to be determined annually. Small businesses may find increased barriers to becoming KCHA vendors. Expand the percentage of small businesses utilized by KCHA.
- Establish demographic and baseline reporting for vendors (currently only tracked for contracts greater than \$50K)
- Identify methods to support contracts for small businesses
 - ACH Payments for all vendors (expected implementation Q3 2025)
 - Current practice is payments on 100% of completion of project vs staggered payments based on project completion

Expand and Support Small Business Development

- Establish formal technical support person for paperwork processing (clear, transparent requirements) Q4 2025
- Identify target areas for most likely procurement and develop procurement support
 - Reminder finalize procurement procedure update Q2 2025
- 🏠 Review/identify top procurement barriers for vendors based on size
 - Identify via Capital Construction, Property Management, Procurement - Q1 2025. Establish quarter meetings to support

Increase Access to Units for Voucher Holders

- Goal: Improve Shopping Success rates for HCV program participants. On average HCV program participants search times to successfully lease a unit is in excess of 200 days from voucher issuance.
- KCHA has undertaken multiple initiatives including annual Payment Standard increases and Security Deposit Assistance to assist with shortening the search time.
- Evaluate feedback from recent searchers regarding barriers for searching
 - Timeframe for analysis
- Quarterly review of search times



Develop and Enhance Workforce Programming to Support an Inclusive Workplace Culture



EDIB Learning and Organizational Development

- 🏠 *Current Goal: Secure, promote and implement EDIB educational opportunities to include contributing to REDI Committee work, NEOP content and Learning and Development offerings.*
- 🏠 Empowering Action workshops
 - Concludes Q1 2025
 - Analysis Q2 2025
- 🏠 Balance of Beyond Diversity 1 & 2 and Practitioner Training .
 - Expansion of certified practitioners to assist messaging.

EDIB Learning and Organizational Development

🏠 Implicit Bias Curriculum

- *National Training Institute on Race and Equity*
- *Q3 2025*

🏠 ***Responsibility:*** *People and Culture Team, REDI (consultation)*

Evaluating Performance Metrics

- *Current Goal: Evaluate and restructure KCHA's performance management programming to include pay philosophy and policies, and performance metrics.*
- Continue to develop performance management tool
 - Establish metrics based on Key Performance Indicators by Department and level
 - Incorporate merit system to represent KPIs

Evaluating Performance Metrics

- Q3 2025 finalize tool
 - Determine essential functions of certain positions (note 114 different positions)
 - Pilot 3-4 key positions Q3 2025
- Q1 2026 implementation of new performance evaluation process for all staff
 - Adoption of tool for Executive and Sr. Staff (partnering with HCi on expansion of evaluation tool).
- **Responsibility:** People and Culture, Employee Relations, staff subcommittee

Pay Equity

- 🏠 ***Goal: Ensure pay equity to address compression and/or inversion issues.***
- 🏠 Compensation Connections currently conducting analysis of identified compression categories.
 - Q2 2025 Completion, adjustments determined Q3 2025
- 🏠 Equity Compensation Committee conducting analysis of 2024/2025 data.
 - Ongoing, bi-monthly meetings
- 🏠 Employee merit and compensation data updated
 - 2024 data published Q1 2025

Pay Equity

- 🏠 Employee merit and compensation data updated, discussed at Town Hall Meeting
 - 2024 data published Q1 2025
- 🏠 **Collaboration:** Human Resources, Equity Compensation Committee

Compensation Tools

- 🏠 *Goal: Monitor usage of established compensation tools such as merit increases across departments*
- 🏠 2024 adopted revised temporary controls placed on merit usage
- 🏠 Controls in place for 2025, return to ranges for 2026 with new performance evaluations
- 🏠 Inclusive Leadership trainings and Assessments introduced to help supervisors skill development
 - Trainings for new supervisors, recent hires and front line staff Q1-Q2 2025;
 - Additional training for new supervisors implemented through L&D Lift Academy are ongoing

Compensation Tools

🏠 Pay Band Adjustments and Discussions – anticipated completion Q3 2025

🏠 Responsibility: People and Culture



Upgrade and Expand KCHA's Affordable Housing Inventory



Acquisition Development Goal

- 🏠 **Existing Goal:** *Establish acquisition/development strategy, particularly focused on underserved communities in King County (i.e. Skyway)*
- 🏠 Next steps:
 - Establish shared definition of **underserved** communities
- 🏠 King County Affordable Housing Committee established a working goal of 44,000 homes needed either through development/acquisition by 2024. Currently 11.325% of goal has been achieved (as of 11/25/24)

2. Acquisition Development Goal

- 🏠 Identify working definition of **underserved** based on KCHA's current housing inventory
- 🏠 AHC Dashboard shows Black, Native American, and Latino households as most cost burdened;
 - Similarly, families with children and seniors are most cost burdened;
- 🏠 2024 PIT count analysis, Black, Native American disproportionately at risk
- 🏠 .71% of total King County population is homeless (16k homeless vs. 2.2 mil total population)

Acquisition Development Goal

🏠 Two separate subgoals

- 1. Establish baseline demographic information of who resides in each housing type;
 - Note: Federal Programs already collected via Resident Characteristics Reports
 - Workforce Housing, via resident surveys
 - Resident Survey will be finalized by Q2 2025
 - Actual surveys start Q3
 - Analyze response/results Q4
 - Balance Q4 – 2026
- 2. Underserved definition cross layered across KCHA demographic data;

Acquisition Development Goal

- 🏠 Workforce housing demographic subgoal led by Social Impact with collaboration from Development team;
- 🏠 Underserved working definition vs KCHA resident population working group consisting of:
 - Asset Management, Social Impact, EDIB
 - *Note: work should commence Q3 except for validating data sources*
- 🏠 Board discussion Q4 on initial findings;



Reduce KCHA's Environmental Footprint and Promote Environmental Justice



Environmental Justice

- 🏠 **Goal:** Climate vulnerability is an assessment of how and by how much climate change-driven effects exacerbate existing environmental and social conditions or create emergencies. The KCHA Climate Vulnerability Index (CVI) tool assesses how climate change could impact a KCHA property and its residents.
- 🏠 Based on Client Vulnerability Index identify most vulnerable properties for specific vulnerabilities i.e. lack of green space on property or nearby access for residents.
- 🏠 Subgoal: Continue to improve the tool's Power BI visualization for user-friendliness and readability

Preparing and Adapting Units for Climate Change and Demographic adjustments

- Based on Client Vulnerability Index identify most vulnerable properties (subgoal under equity lens). Identify most vulnerable properties that lack green spaces on the property, etc.
 - Establish plan on increasing number of units to address climate change, primarily with A/C
 - Assess identify unit issues such as low pile carpeting, etc.
 - Assessment on appropriate landscaping
- Department: Support Services, Capital Construction, Property Management
- Timeframe: Plan developed Q2 2025, Capital Needs assessment and project plan Q4 2025

Reporting

🏠 Board retreat Q4 2025 for goals that require BOC input:

- Equity Tool
- Development/Acquisition Strategy

🏠 Ongoing Quarterly Updates on Specific Goals

T A B N U M B E R

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King County
Housing
Authority

Digital Equity @ KCHA

Jamie Robbins, Steven Hellyer – 6/25/25





Digital divide is the issue.
Digital equity is the goal.
Digital inclusion is the work.

Digital Equity Vision

KCHA believes that every person, regardless of age, background, income, or experience, should have the tools they need to actively engage in the economy, society, and democracy, including:

- Affordable high-speed **internet**;
- Affordable **computers, laptops, and devices**; and
- Opportunities to learn **practical skills**.



Digital Equity Vision – Technology Work Plan

Digital equity for those on KCHA assistance

The capacity for all residents living at KCHA-owned housing sites and utilizing a tenant-based voucher to have access to (1) affordable high-speed internet, (2) low-cost computing devices, and (3) digital literacy skills to fully utilize devices and internet is a condition KCHA will strive to achieve. KCHA will also take steps to ensure it is not widening the digital divide with each technology initiative impacting the community we serve.

The primary focus of the work will include re-engaging the **KCHA Digital Equity Advisory group**, updating KCHA's **digital equity strategic plan**, **building relationships and partnerships** with external partners, and carrying out the digital inclusion activities identified as part of **HUD's Resident Opportunities and Self-Sufficiency (ROSS) and ConnectHome USA (CHUSA) programs**. The CTO will act as an executive champion for this work in 2024-2026.

- Desired Outcome: Access to **affordable internet, devices, and digital literacy** for KCHA residents

Digital Equity Vision – Bodies of Work

- **ConnectHomeUSA** program in Auburn
- **Large scale strategic planning** through the Digital Equity and Inclusion Advisory Group
- **Building and maintaining relationships** with community partners that provide digital equity services
- **Participating in or leading local coalitions** such as the King County Digital Equity Learning Network, City of Bellevue Inclusive Innovation Forum, and the Pierce County Digital Inclusion Coalition
- Creating a loaner hotspot and tablet program
- Co-hosting Resident Services technology resource events
- Supporting Resident Services resources provided through the ROSS grant
- Supporting Resident Advisory Council (RAC) members with technology
- Creating a Digital Equity Index on HomeBase to map participant needs
- Potential RAD capital construction updates to internet service wiring



ConnectHomeUSA

Piloting concentrated digital equity efforts in Auburn



Two HUD Grants: ROSS and CHUSA

- 🏠 In 2024 KCHA joined HUD's ConnectHomeUSA (CHUSA) program.
- 🏠 CHUSA directs housing authorities to focus on digital equity needs such as internet access, affordable computers, and increasing digital literacy skills.
- 🏠 KCHA will focus on 6 public housing properties in Auburn through 2027.
- 🏠 KCHA will create new programs and solutions for resident digital equity needs. We're talking about free internet, computers, classes, and more!

**Burndale Homes
Firwood Circle
Northwood Square
Gustaves Manor
Wayland Arms
Plaza 17**

CHUSA Timeline

FOCUS: Listening to residents
Surveying 295 units at 6 Auburn
ROSS properties to learn about
resident technology needs and
barriers.

FOCUS: Expand outside Auburn
Learning from Auburn ROSS
properties and scaling to more
properties.

July 2025

2025-2027

2027+

FOCUS: Expanding services
Use survey results to create
new programs for internet
access, free computers, and
digital literacy classes.



SAVE THE DATE

7/1, 7/9,
7/16, 7/23,
7/30, & 8/6

OUR CONNECTION MATTERS!

FOOD, ART, RAFFLES...

July 2



Digital Equity and Inclusion Advisory Group

Creating KCHA's digital equity strategic plans



Digital Equity and Inclusion Advisory Group

- 🏠 Group members include staff and leadership from IT, Resident Services, Social Impact, Section 8/HCV, Asset Management, Communications, Security, Housing Management, and Resource Conservation
- 🏠 Advisory Group Goals
 - **Creating strategy documents** (internet and device & digital literacy program playbooks), which will guide all Advisory Group decisions and implementation recommendations;
 - **Ensuring alignment of new projects**, partners, or funding opportunities with strategy playbooks;
 - **Recommending implementation models and partners** to the Digital Equity Coordinator and Executive Leadership Team; and
 - **Articulating messaging** around KCHA's digital equity work for communications with internal and external audiences, particularly with other PHAs and local partners.

Two Strategy Playbooks

The Advisory Group has created two strategy playbooks for KCHA, which will describe all available implementation models for connectivity and device/digital literacy programs. These playbooks are based off the CHUSA Playbook created by HUD, which captures best practices from PHA digital inclusion programs across the country.

Internet Connectivity

The Advisory Group is using the Connectivity Playbook to identify new Internet Service Provider (ISP) partners to provide large-scale connectivity solutions for our participants. The Advisory Group will recommend ISP partners to Robin and ELT.

Devices & Digital Literacy

The Advisory Group will use the Devices and Digital Literacy Playbook to identify new community partners and build robust programs to distribute computing devices to residents and teach digital skills.



Partner Relationships

Leveraging community strengths to support residents



Pilot Partners in Auburn...and Beyond!



Thank you!!!



T A B N U M B E R

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KCHA IN THE NEWS

June 30, 2025

Bracing for cuts, King County Housing Authority pulls back

June 20, 2025 at 6:00 am Updated June 20, 2025 at 6:01 am

The King County Housing Authority is holding off on funding it normally distributes as rental assistance for low-income people due to the uncertainty around next year's federal budget.

Pictured is June Leonard Place, an apartment building in Renton that is owned by the Low Income Housing Institute, one of the largest nonprofit affordable housing providers in the state. (Steve Ringman / The Seattle Times, 2021)



By [Greg Kim](#) *Seattle Times staff reporter*

PROJECT HOMELESS

The King County Housing Authority is holding off on funding it normally distributes in anticipation of federal budget cuts, a move that could reduce new housing for the poorest people in the region.

“Project-based vouchers” provide low-income people rental assistance, but are awarded to a property rather than an individual. This way, permanent supportive housing buildings have a guaranteed source of revenue to pay for the services they provide for formerly homeless people.

The housing authority has more than 1,300 project-based vouchers issued to affordable housing providers in King County outside of Seattle, which provide around \$35 million in rental assistance per year. As those vouchers turn over or as new ones become available, the housing authority normally allocates a number every year to new subsidized housing projects.

Anne Martens, a spokesperson at King County Housing Authority, said the organization decided to hold off on new commitments this year due to the uncertainty around next year’s federal budget. The program is federally funded.

She said the housing authority assured providers that had already been promised project-based vouchers that they would still receive them.

President Donald Trump has proposed slashing the U.S. Department of Housing and Urban Development’s funding by 40%. Much of that agency’s funding goes toward rental assistance for extremely low-income households. Congress is still deliberating over the budget bill, and Martens said her organization and others are advocating for lawmakers to maintain funding.

“We are deeply concerned about proposed cuts to HUD and other federal programs that meet basic needs for our neighbors and communities,” Martens said.

Subsidized housing requires a number of funding sources to pencil out, and project-based vouchers are most commonly used to pay rent for extremely low-income people like those who are formerly homeless.

Sharon Lee, executive director of the Low Income Housing Institute, one of the largest nonprofit affordable housing providers in the state, said it would be “very difficult” to finance new permanent supportive housing projects if project-based vouchers weren’t available.

“We need more housing options for people outside Seattle,” Lee said.

Lindsay Masters, executive director at A Regional Coalition for Housing, an affordable housing group in East King County, said the lack of project-based vouchers could mean rent in some subsidized housing would cost more.

This is the latest setback for the subsidized housing sector as it is bombarded from multiple directions.

In March, housing authorities received a letter from HUD that said a pandemic-era program to help house formerly homeless people had run out of money and was ending early. Emergency Housing Vouchers help pay rent for more than 1,300 people in King County, but are set to expire in 2026. Local officials have yet to come up with a plan for those people who may end up back on the street without assistance.

Providers are also reeling from high inflation and lagging rent payments since the beginning of the pandemic. A number of organizations are on the financial brink, and some are selling properties that are bleeding cash. Local governments have their hands full plugging budget holes to prevent the loss of the subsidized housing that exists.

Greg Kim is a reporter covering homelessness for The Seattle Times.

License Plate Readers Proliferate in Washington, Bringing Concerns over ICE Overreach

By Amy Sundberg - June 19, 2025



King County Housing Authority has installed Flock's automated license plate readers at five of its properties. A recent audit found that data has been used to hunt immigrants and abortion seekers, despite a state shield law. (King County Housing Authority)

The proliferation of automatic license plate readers (ALPRs) administered by Atlanta-based security tech company Flock Safety is threatening Washington's status as a sanctuary state. Civil rights advocates contend the surveillance tech is preventing Washington from acting as a safe haven for abortion seekers, immigrants, and refugees.

Consisting of cameras that can either be affixed in stationary locations or in vehicles such as police patrol cars, ALPRs record the license plate numbers, color, and brand of vehicles within their view range. The retention period for this data can be set by each individual agency, although the standard recommendation by Flock Safety is 30 days.

In recent weeks, [404 Media found](#) that data collected by these Flock ALPRs has been shared with U.S. Immigration and Customs Enforcement (ICE) and the Department of Homeland Security (DHS). In May, authorities in Texas performed a nationwide search of more than 83,000 ALPR cameras for [a woman who had self-administered an abortion](#). Almost all abortions [are illegal in Texas](#).

New data from a [public records request](#) shared with *The Urbanist* shows that the King County Housing Authority (KCHA) has been among those agencies sharing Flock license plate reader data with law enforcement agencies across the country. An internal network audit that lists which agencies have searched KCHA's data shows that it was used in the Texas authorities' May search for the woman who had an abortion. The audit also suggests the data has been used to assist ICE and DHS.

The King County Housing Authority

The KCHA is a public housing agency that provides rental housing or rent assistance to more than 50,000 people in King County and owns more than 155 properties. The agency is funded through the rents it collects and federal investment, and it is governed by a volunteer Board of Commissioners.

In KCHA's October 2024 newsletter, it [announced](#) that it was installing Flock ALPRs at several of its housing locations: Riverton Terrace, Pacific Court, Birch Creek, Valli Kee, and Burndale Homes. In its 2024 annual report, the authority [stated](#) it had installed 13 ALPRs on these five properties.

"The license plate readers will help solve and prevent crime by alerting law enforcement if stolen vehicles, wanted suspects, or vehicles associated with missing persons are detected," the newsletter read.

The median KCHA household income in 2024 [was](#) \$14,491. In January of 2022, the KCHA [reported](#) that 39% of its residents were Black in a county in which only 7% of the total population is Black. KCHA's Flock cameras are surveilling some of King County's most vulnerable communities.

Unstated by the KCHA is the possibility that the lookup data provided by their ALPRs could endanger residents or their friends and families who are trying to avoid immigration enforcement or who have had an abortion. Abortion is now illegal in almost half of U.S. states.

Meanwhile, immigrants and their allies are in increasing danger across the country. Last week, [The Handbasket reported](#) that all ICE employees received an email making clear that "agents are no longer constrained by the need to justify their warrantless arrests." President Donald Trump announced [an ICE special response team](#) would be operating in Seattle. And on Saturday, two immigrants who were not undocumented [were detained](#) at a DHS building in Tukwila.

ICE's actions continued to escalate on Tuesday, when New York City Comptroller (and current mayoral candidate) [Brad Lander was forcibly detained](#) at immigration court by masked federal agents, including ICE agents. Lander had been protesting the detainment of an immigrant who had just had their case dismissed, demanding agents show a warrant and a badge, when the agents decided to detain him as well.

The Washington State Attorney General's Office (AGO) told *The Urbanist* that local housing agencies are not covered by the Keep Washington Working Act.

"However, public housing agencies are covered by other state laws that would prohibit practices that target or impact individuals based on protected characteristics like race, national origin, and immigration or citizenship status," said AGO Communications Specialist Josh Manning.

In 2020, the state legislature [expanded](#) the [Washington Law Against Discrimination](#) to cover discrimination on the basis of citizenship or immigration status.

[As first reported in *The Burner*](#), the abortion search calls into question Washington's 2023 "[shield law](#)" aimed at protecting people traveling to Washington from other states to obtain reproductive and gender-affirming care.

The KCHA hadn't responded to *The Urbanist's* request for comment at the time of publication.

What shows up in KCHA's audits

Law enforcement agencies across the country performed thousands of searches of the KCHA's ALPR data between February 1 and June 6 of this year.

The Flock Safety ALPR data available via the audit function has a required "reason" field.

The Johnson County, Texas Sheriff's Office accessed the KCHA's license plate data on May 9, with the recorded reason being "had an abortion, search for female."

While there were hundreds of searches with the reason "ICE" recorded, many records were more specific. Some of the recorded reasons related to immigration enforcement include "ICE ERO" (enforcement removal operations) three times; "ICE Fugitive" or "ICE FUGOPS" 21 times; "ICE op" or "ICE operation" 27 times; "ICE pick up" 42 times; "ICE+ERO" 14 times; "illegal immigration" four times, and "immigration+" 17 times.

In addition, 128 searches involved reasons involving one of the following phrases: "immigration," "immigration warrant," "immigration violations," "immigration status," "immigration overstay," "immigration investigation," and "immigration enforcement."

Other reasons listed in the audit included "immigration drugs," "USBP" (United States Border Patrol), "USBP immigration investigation," and "CIC" (US Army Counterintelligence Corps).

There were also at least 1,279 searches with reasons involving "Homeland Security" or "HSI." However, HSI has a criminal investigation mandate beyond immigration enforcement.

This news comes hard on the heels of [CalMatters reporting](#) that law enforcement agencies across southern California violated state law more than a thousand times by sharing ALPR information with federal agents. A state law prohibiting law

enforcement agencies from sharing such information with out-of-state public entities and federal entities passed [10 years ago](#).

Police searching the above Riverside data often used the reason “HSI” when logging their searches.

Recent ALPR expansion in Washington state cities

In the last three years, Flock Safety has been expanding its network of automatic license plate readers (ALPRs) in cities across Washington State. At a recent Mountlake Terrace meeting discussing the possible acquisition of the technology, Councilmember Rick Ryan said that Washington has 80 cities, six counties, and three tribes currently using Flock ALPRs.

Washington municipalities that now have Flock ALPRs include Edmonds, Lynnwood, Monroe, Mill Creek, Everett, Arlington, Redmond, Mount Vernon, Sedro Wooley, Normandy Park, Puyallup, Kent, Olympia, Auburn, Anacortes, Des Moines, the Federal Way HOA, Medina, Sumner, Bonney Lake, Renton, and Tukwila, among many others.

Flock Safety In Washington

Plus, many more commercial and private customers

Spokane County SO	Benton County SO
Lakewood PD	West Richland PD
Sunnyside PD	Selah PD
Tukwila PD	Pasco PD
Yakima PD	Clyde Hill PD
Toppenish PD	Wapato PD
Kent PD	Othello PD
Centralia PD	Marysville PD
Pacific PD	Moxee PD
Liberty Lake PD	Mabton PD
Grandview PD	Black Diamond PD
Moses Lake PD	Educational Service District 105
Arlington PD	Town Of Yarrow Point
Airway Heights PD	Warden PD
Des Moines PD	Omak PD
Union Gap PD	Tieton PD
Zillah PD	Town of Harrah
Medina PD	Yakima Housing Authority
Eatonville PD	Hoquiam PD
Richland PD	
Kennewick PD	

flock safety 

Flock has promoted the widespread use of its license plate readers in Washington State. (Flock Safety)

The King County Sheriff’s Office (KCSO) doesn’t use Flock ALPRs in unincorporated areas of the county, but three of their contract cities – SeaTac, Covington, and Newcastle – use them.

Both Seattle and Tacoma use ALPRs from Flock’s main competitor, Axon — the security giant known for its [controversial taser technology](#). Privacy advocates

have [highlighted similar data privacy concerns](#) around the use of Axon's technology.

"The increasing use of automated license plate readers (ALPRs) by cities poses serious threats to people's privacy and civil liberties. ALPRs collect vast amounts of data, allowing law enforcement agencies to track and make inferences about people's activities, associations, and behaviors," said Tee Sannon, the ACLU of Washington's Technology Policy Program Director. "When cities contract with private surveillance vendors like Flock Safety, they're not just installing cameras — they're contributing to a nationwide surveillance network."

Flock Safety [says it serves](#) more than 5,000 cities spread across at least 45 states.

In 2022, the University of Washington's Center for Human Rights [published an article](#) warning of the threat posed by ALPR systems to immigrant and reproductive rights in Washington and reporting that many Washington law enforcement agencies using ALPR technology had a low hit rate on wanted vehicles. The article reported on the increasing trend of Washington state agencies adopting the technology, saying that Flock salesperson Mack Larkin "cited the connection of Washington's Flock customers to some 1,800 law enforcement agencies nationwide as a selling point."

Similarly, in [an op-ed in *The Chicago Tribune*](#) last year, Ed Vogel said that access to a massive trove of nationwide data is core to the sales pitch for license plate reader companies: "Once collected, all of this [ALPR] data is shared widely with few restrictions. This is part of the marketing pitch from the companies and the appeal to police. The vast data-sharing infrastructure allows police to search plate numbers and identify where the car has been."

Indeed, [the Electronic Frontier Foundation wrote](#) that ALPR data "can paint an intimate portrait of a driver's life and even chill First Amendment protected activity."

"Flock collects and stores license plate data from jurisdictions across the country, creating a centralized database that federal and state law enforcement agencies

can tap into — regardless of where the data was collected,” Sannon said. “This risks undermining state-level protections like Washington’s Keep Washington Working Act, which limits local cooperation with federal immigration enforcement. Out-of-state agencies may also be able to circumvent these legal protections by directly approaching the third-party vendor. This raises serious risks for immigrants, as well as people seeking reproductive or gender-affirming care, who could be tracked and targeted across state lines.”

The audit data from the KCHA appears to be a case in point of the vulnerabilities of Flock’s database system.

Enumclaw and Gig Harbor say no, Mountlake Terrace says yes

Two Washington cities, [Enumclaw](#) and Gig Harbor, recently voted down proposals for their law enforcement agencies to contract with Flock for ALPRs. In doing so, [Gig Harbor gave up](#) a \$33,000 grant from the Washington Auto Theft Prevention Authority.

But at the beginning of June, Mountlake Terrace’s city council voted in favor of the license plate readers.

Arguments in favor of the ALPRs sounded much the same in all three cities. Proponents touted its help solving crimes, the fact that many of their neighboring cities already had ALPRs, and worry that not jumping on the bandwagon of heavier surveillance would draw more crime to their specific neighborhoods.

“I am in support of the cameras, I will tell you right now, because first and foremost, as a councilmember, my priority is to keep our communities safe and our well being,” said Mountlake Terrace Councilmember Laura Sonmore. “How am I going to protect each and every one of you when you leave this room? I have no other option to give you than these cameras. [...] I believe that we need to at least have another tool in our toolbox to help our police catch people.”



Mountlake Terrace City Council voted to roll out automatic license plate readers, despite the concerns over data security and federal overreach. (City of Mountlake Terrace)

Opponents spoke of privacy and civil rights concerns, including potential misuse of data.

"I think we've heard a lot of concerns from our community in a lot of spaces, but particularly concerns about things that are happening at a federal level, and the potential for data collected here in Mountlake Terrace to be misused," said Mountlake Terrace Councilmember Erin Murray.

The conversation at the Mountlake Terrace city council meeting took place after the recent investigative reporting from *404 Media*. When asked about it, Mountlake Police Department Commander Scott King portrayed Washington's Flock data as insulated from ICE searches.

“There were agencies around the country who do work with ICE, and they ran vehicles through the Flock system for ICE,” King said. “The reason they used in their search was ICE. We don’t do that here in Washington State.”

However, the original audit discussed in the *404 Media* story was from the Danville, Illinois Police Department. Illinois has [a state law](#) banning the use of ALPR data for immigration enforcement, and yet the Danville Police Department’s data was being accessed from agencies from other states for that purpose. Some of these out-of-state agencies [told 404 Media](#) their searches on behalf of federal agencies were “informal” or regarding a specific investigation.

“We have had significant pushback from our community — significant,” said Murray. “Honestly, the amount of pushback we’ve had tonight probably is more than the entire public comment I’ve received in five and a half years on the council. That says something.”

Still, the Mountlake Terrace city council [chose to obtain Flock ALPRs](#) in a five-to-two vote, bringing the number of Washington State cities using this technology to 81.

Setting the Record Straight: Statement on Flock Network Sharing, Use Cases, and Federal Cooperation

Garrett Langley

June 19, 2025 • 10 mins

As the Founder and CEO of Flock Safety, I take nothing more seriously than the values we built this company upon — to give cities tools to uphold public safety, while enabling accountability and transparency. I spend time with my team thinking about these issues *every single day*: how to build our search interface, audit records, compliance tools, and data policies to allow individual agencies to police in the best way possible for their community — not as prescribed by us, a private technology company, but by the elected officials and individuals the tools actually serve. Public safety does not need to come at the expense of community values.

In the spirit of that transparency, and in response to recent reporting, I want to break down exactly how our product interface works and how we enable communities to enforce public safety as is legally and socially expected in their particular jurisdiction. But let's start with recent clickbait-driven reporting and social media rumors that mischaracterize Flock's LPR devices.

Claims of Flock Misuse — And Correcting Misinformation

Correcting the Women's Healthcare Falsehood

Earlier this month, there was purposefully [misleading reporting](#) that a Texas police officer with the Johnson County Sheriff's Office used LPR "to target people seeking reproductive healthcare." This organization is actively perpetuating narratives that have been proven false, even after the record has been corrected.

According to the Sheriff in Johnson County himself, this claim is unequivocally false.

The Sheriff's Office has reported that a local family called to ask for help — a relative had self-administered an abortion and subsequently ran away. Her family feared she was hurt and asked the Sheriff's deputy to search for her to the best of their abilities. Deputies performed a nationwide search in Flock, the broadest search possible within the system, to try to locate her as quickly as they could. Luckily, she was found safe and healthy in Dallas a couple of days later.

No charges were ever filed against the woman and she was never under criminal investigation by Johnson County. She was being searched for as a missing person, not as a suspect of a crime.

Following this event, Flock conducted an audit of all searches conducted on Flock LPR and found not a single credible case of law enforcement using the system to locate vulnerable women seeking healthcare.

Local Autonomy in working with Federal Agencies

In the U.S., we have a system that puts much of the responsibility for public safety on local law enforcement, and that is who Flock is built to serve. We work with thousands of local Police Departments and Sheriff's Offices across the country, in red states and blue, rural and urban communities.

In some of these communities, local law enforcement will determine that they need to cooperate with federal law enforcement on specific cases. There are many use cases for this; for example:

- **Child Sex Trafficking:** Last summer, during the NFL Draft in Detroit, MI, local police in Taylor collaborated with Homeland Security Investigations (HSI) to [crack open an online child sex trafficking ring](#). The investigation, which used Flock's LPR devices, led to the arrest of 7 individuals who were preying on children.
- **Massive Retail Theft Operation:** The Denver branch of the FBI collaborated with local law enforcement and used Flock technology to find the suspects in a ["brazen" \\$12M jewelry heist](#) from a Denver mall.
- **Electronics Burglary Criminal Enterprise:** In a 6-month collaboration between local police in Gwinnett County, GA, the FBI, DEA, and Homeland Security, law enforcement were able to identify a [massive burglary operation](#) and recover over \$6M in stolen property.

In all of these cases, local law enforcement, who are customers of Flock, *chose to work with federal authorities* for the safety of their communities. This was not a "back door" into Flock, as some in the media have claimed — these cases and many others represent active choices, within the boundaries of the law, made by local police to protect the people they are sworn to serve.

Many agencies collaborate with the Department of Homeland Security on serious criminal investigations that have nothing to do with civil immigration enforcement. In some states and jurisdictions, local law enforcement work with federal authorities to enforce immigration offenses. In other states and jurisdictions, that is illegal per state law or considered socially unacceptable.

The point is: it is a local decision. Not my decision, and not Flock's decision.

The Flock LPR System: Understanding Sharing, Search, and Audits

Sharing Camera Data: Flock Safety's License Plate Reader (LPR) platform is made up of individual cameras that submit data about cars to a user interface, with that data owned by each individual customer. Each LPR in the customer's network captures vehicular evidence to solve crime.

This limited, defined network has a system administrator, who can share the data collected by their devices with other law enforcement agencies if they choose to do so. Time and time again, we've seen why sharing data between jurisdictions is so important – it enables law enforcement to [locate kidnapped children](#) across state boundaries, find [missing senior citizens](#), and solve [cross-jurisdictional narcotics](#) and burglary cases.

There are customizable options for data sharing amongst agencies:

- **1:1 Sharing** – police departments can choose to share camera access with other PDs, in order to solve cross-jurisdictional crime, on a 1:1 basis (one PD to one PD), within a specific geographic radius (sharing with all agencies within 10 miles, for example), or within their state. Agencies can also elect not to share any data outside their own agency, or remove themselves from sharing at any time.
- **National Lookup** – police departments can choose to join Flock's National Lookup network, which enables a unique type of sharing. Specifically built for far-reaching crimes like human or narcotics trafficking and missing persons, National Lookup allows police to search for the full plate number of one specific, known license plate (only a complete license plate) across cameras that other police departments have also opted in to share with this network.

Some states, like California, do not allow any sharing across state borders. For those states, Flock has disabled National Lookup to make compliance easier. And private customers never have access to law enforcement data.

Share Access to Your Networks

Networks to Share

Flock City Live Cameras

Organizations To Share With

☒ With Selected Organizations
Search for a name of an organization to share permissions with.

Organizations

Flock Safety GA PD Select Organizations to share with

☐ All Organizations Within a Radius
Share within a range of distance from your own location.

☐ All Organizations Within My State
Share within your own state.

Network Permissions

☒ Search
Enables shared device access to the Search experience.

☐ Hot List
Enables shared device access to the Alerts and Map experience.

☐ VMS
Enables shared device access for viewing and downloading Video.

Cancel Share Access

Search Features

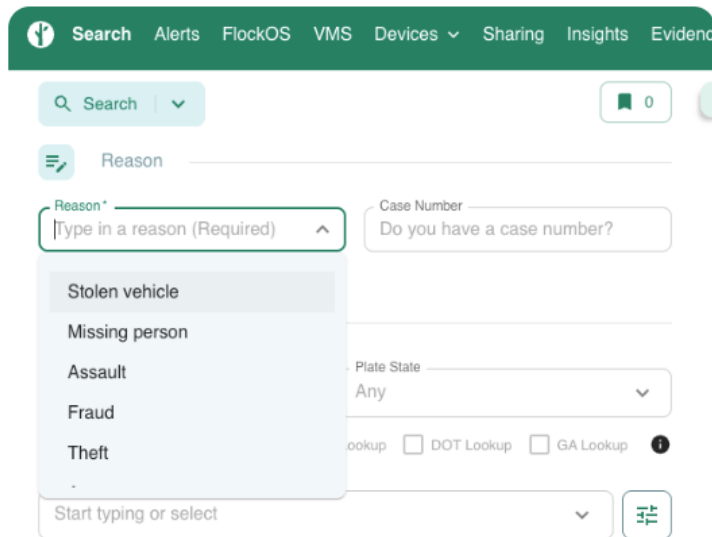
☐ Enable Statewide Lookup

☒ Enable National Lookup

Joining National Lookup allows reciprocal access to license plate data across agencies, including out-of-state networks; your agency will be able to search other networks and they will be able to search yours. All queries will appear in respective audit logs. Please ensure compliance with applicable state/local laws and your department's policy for sharing with out-of-state and federal agencies.

Conducting LPR Searches: When an agency conducts a search in the Flock system, whether only on their own cameras or on shared cameras, a “search reason” is required, every time. Flock provides options for a drop-down menu of search reasons corresponding to specific use cases, and a free text field for a case number.

Agencies should prescribe, in their LPR policies, how users should populate that search field.

The image shows a screenshot of the Flock LPR search interface. At the top is a green navigation bar with links: Search, Alerts, FlockOS, VMS, Devices, Sharing, Insights, and Evidence. Below this is a search bar with a magnifying glass icon and a dropdown arrow. To the right of the search bar is a button with a document icon and the number '0'. Below the search bar is a section labeled 'Reason' with a dropdown menu. The dropdown menu is open, showing a list of search reasons: Stolen vehicle, Missing person, Assault, Fraud, and Theft. To the right of the dropdown menu is a text input field labeled 'Case Number' with the placeholder text 'Do you have a case number?'. Below the dropdown menu is a 'Plate State' dropdown menu with 'Any' selected. Below the 'Plate State' dropdown menu are three checkboxes: 'lookup', 'DOT Lookup', and 'GA Lookup'. At the bottom of the search bar is a button with a document icon and the text 'Start typing or select'.

Why Auditing is Crucial: To underscore accountability, every single search conducted in the Flock LPR system is saved in an audit report. Every time a search is run on the Flock system, that search and search reason is preserved permanently in the audit trail of every agency whose camera was included in the search.

Those searches are viewable in an agency’s “network audit” and available for regular oversight: to command staff, to elected officials, to communities.

This is part of our commitment to transparency and accountability from the beginning of the design process.

To be clear, *this is not a legal requirement for Flock in most jurisdictions*, nor is it something that all LPR vendors do. Flock makes auditing the default because of our commitment to accountability and transparency, enabling the kind of oversight that some of LPR’s most ardent detractors actually call for.

Best Practices for Accountable LPR

We strongly believe that LPRs, like all public safety technologies, are best used in concert with responsible policies, created by each community in accordance with its own laws and societal values. That is why I have a team at Flock that has stood in front of more than a thousand city councils to answer their questions before voting to approve using our technology. Communities should be able to determine their data retention limits — Flock’s default is 30 days, setting a shorter standard than has been commonplace before Flock was founded, but that may not be right for every community.

Each city should lay out acceptable and unacceptable use cases for LPR, as determined by the laws and values of its jurisdiction. And law enforcement agencies should regularly conduct audits to ensure all users are complying with the letter and spirit of those policies.

We will continue to release tools purpose-built to enable compliance. These include:

Illinois Policy Attestation (Launched Nationwide in January 2024)

Illinois legislators passed a state law that went into effect in 2024, which prohibits out-of-state law enforcement agencies from searching Illinois LPR cameras for certain uses; namely, immigration offenses, gender affirming care, and abortion. Flock collaborated with Illinois legislators, law enforcement, and advocates to help elected officials in Illinois leverage LPRs in a way that reflects their values. Flock designed an in-app attestation workflow that required agencies outside the state of Illinois to attest to comply with this Illinois policy when accessing Illinois data either by direct sharing or via our lookup tools.

Proactive Search Term Tool (Launched First In Illinois in June 2025)

After discovering that certain non-Illinois agencies were using impermissible search reasons to access Illinois data, we released a new feature to automatically flag and exclude any search of Illinois camera data with terms that indicate an impermissible purpose. This proactive measure significantly reduces the risk of misuse, whether intentional or inadvertent. We look forward to bringing this solution to more jurisdictions that want it in the coming year.

Allowing Agencies to Require Case Numbers (Coming In August)

To promote additional accountability, prevent misuse, and better facilitate the identification of unauthorized searches, we are also instituting an option for agencies to elect to require a case number for any searches conducted in the system.

Proactive Auditing Alerts (Coming by End of 2025)

To support agencies with limited resources for audit monitoring, we are developing a new AI-based tool that:

1. Identifies unusual or suspicious search activity,
2. Sends real-time updates to administrators, and
3. Enables proactive compliance monitoring without manual review burdens.

This tool will help agencies maintain transparency and accountability at scale.

Flock Safety Does Not Write the Criminal Code – But We Enable Oversight for Democratically Elected Governing Bodies

As a private technology company of around 1500 people, Flock cannot determine the criminal codes or what is enforced. We rely on the democratic process, on the individuals that the majority vote for to represent us, to determine what is and is not acceptable in cities and states.

However, we can and ARE building a strong set of guardrails and accountability-by-default features to ensure that local agencies can always be in compliance with the laws of their particular jurisdiction. And if compliance of those laws is in question, we're one of the vendors in the industry that requires transparency within our platform to hold users accountable.

We have dedicated resources across Engineering, Product, Policy, Legal, Operations and other teams to ensure that the nuances of specific laws governing LPR data and use can be

followed in California, Illinois, Virginia, and other states. We have shipped these updates faster than any other LPR vendor.

The fact is, these tools are going to be used by police – and in a world where law enforcement [staffing is tight](#) and there is still crime that hurts communities, we fundamentally believe that our police *should* have access to the best technology. All people deserve the right to be safe where they live, work, and raise a family.

For our part, we commit that communities will be able to utilize our [life-saving technology](#), while remaining in compliance with local mandates, state laws, and, perhaps most importantly, their community values.

Signed,

Garrett Langley, CEO and Co-Founder of Flock Safety