

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

Monday, December 15, 2025

I. CALL TO ORDER

The regular monthly meeting of the King County Housing Authority Board of Commissioners was held as a virtual meeting on Monday, December 15, 2025. There being a quorum, the hybrid meeting was called to order by Chair Lee at 3:00 p.m.

II. ROLL CALL

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

Absent: Commissioner Regina Elmi

III. PUBLIC COMMENT

Cindy Ference gave public comment.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – November 17, 2025

On motion by Commissioner Richard Jackson, and seconded by Commissioner Neal Black, the Board unanimously approved the November 17, 2025 meeting minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner Richard Jackson, and seconded by Commissioner Neal Black, the Board unanimously approved the December 15, 2025, hybrid Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Reports for October 2025

B. **Resolution No. 5811** – Authorizing the Commitment of CY 2025 Excess savings from the Authority's Energy Performance Contract.

On motion by Commissioner Richard Jackson, and seconded by Commissioner Neal Black, the Board unanimously approved the December 15, 2025, virtual Board of Commissioners' meeting consent agenda.

VII. RESOLUTIONS FOR DISCUSSION

A. Resolution No. 5810– Authorizing Approval of the Comprehensive Operating and Capital Budgets for Calendar Year Beginning January 1, 2026.

Wendy Teh, VP of Finance gave a detailed presentation of the 2026 Operating and Capital Budgets.

Guiding Principles of the budget process

- Expand and preserve the supply of affordable housing
- Promote economic opportunity and self-reliance
- Strengthen the internal infrastructure of KCHA to support the mission
- Help the region address homelessness

On motion by Commissioner Richard Jackson, and seconded by Commissioner Neal Black, the Board unanimously approved Resolution 5810.

VIII. BRIEFINGS AND REPORTS

A. 2025 Third Quarter Executive Dashboard

Jessica de Barros, VP of Policy and Intergovernmental Affairs, explained each section of the dashboard that include: Finance, Housing Management, Housing Choice Voucher Program Operations and Focus Areas.

There were 24,139 households served.

B. Rental Assistance Demonstration (RAD) Conversion Update

Chris Clevenger, Housing Initiatives Officer, presented the Conversion Plan in detail.

KCHA's RAD Conversion Plan

- Repositioning KCHA's public housing portfolio to the Section 8 program through HUD's Rental Assistance Demonstration (RAD) program.
- Convert up to all 2,453 public housing units to RAD Project-Based Vouchers.

Reasoning

- For many years Congressional appropriations for public housing have been insufficient to cover the actual costs to administer the public housing program and to maintain the physical assets.
- Repositioning our public housing units to the Section 8 program through RAD conversion would provide greater assurance of long-term funding stability while preserving deep rental subsidies for residents.

RAD Conversion Process

- Most RAD conversions take 6-18 months, from the date HUD approves the application until closing.
- The entire process, from initial resident engagement through the end of the construction could take three years.

There have been 24 resident meetings as well as virtual meetings.

The top resident concerns are:

- Rent Increases
- Eligibility/Re-screening
- Loosing their apartment unit
- Temporary Relocation
- Funding cuts to the Section 8 program
- Changes to the Section 8 program

C. 2025 Third Quarter Budget

Wendy Teh, VP of Finance gave the highlights of the budget for the third quarter.

D. KCHA 2025 Affirmative Action Executive Summary

Tonya Harlan, Executive VP of People and Culture gave a presentation of the KCHA 2025 Workforce Insights Executive Summary.

Annual analysis required by federal employers to increase representation of veterans and individuals with disabilities.

IX. PRESIDENT/CEO REPORT

Robin Walls, President/CEO gave updates:

- Last week we experienced flooding at the property in Snoqualmie, Pickering Court. They were under an evacuation order last week. They have returned and they are dealing with debris cleanup, but everyone is reported as safe.
- We will most likely leave our Central Office closed tomorrow due to the levee breach for Green River.
- We are continuing to monitor the continued resolution that expires January 30th. We will not see any change until the new year when congress can take any action.
- Before the next Board meeting in January, we will begin the process of transitioning families who have participated in the Emergency Housing Voucher Program (EHV) to other subsidies. We will be sending them a letter to assess their interest in moving to Public Housing. They will be placed at the top of our public housing waiting list for the next available units for the properties they select. We will most likely have a contingency plan for families that are not interested in transitioning to Public Housing. We will begin notifying families of their options.

- Happy Holidays and thank you for your participation and your contributions to KCHA.

X. Executive Session

- A. (To discuss with legal counsel representing the agency matters Relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency (RCW 42.30.110 (1) (i)).) and to receive and evaluate complaints or charges brought against a public officer or employee (RCW 42.30.110 (1) (f))

Chair Lee announced that the Board of Commissioners will go into Executive Session for approximately one hour, starting at 4:12pm.

4:12pm – Board meeting was suspended.

5:24pm – Board meeting was re-convened.

X. COMMISSIONER COMMENTS

None.

XI. ADJOURNMENT

Chair Lee adjourned the meeting at 5:45 p.m.

THE HOUSING AUTHORITY OF THE COUNTY OF KING, WASHINGTON



JERRY LEE, Chair
Board of Commissioners



ROBIN WALLS
President/CEO and Secretary-Treasurer