

Members Present: Terry Anderson, Lyudmila Kacherovskaya, Paula Danielson, Khanan Peyrik, Mary-Lynn Bowen, Mary Mangrum, Elizabeth Miller, Linda Sanchez-Suwaneh, Amy Pawloski, Tammy Morris
Other Residents Present: Lien Thong Ho, Amanda Coder
Commissioners Present: TerryLynn Stewart
KCHA Staff: Bill Cook, Beth Pearson, Katie Escudero, Michael Anderson, Shawli Hathaway, Beth Meshke, Rickie Robinson, Nikki Parrott

KEY POINTS DISCUSSED

NO.	TOPIC	HIGHLIGHTS
1	Welcome, Introductions, Review Notes	<ul style="list-style-type: none">Notes from May 20, 2015 joint RAC meeting were approved.
2	Energy Performance Initiatives Contract (EPIC)	<ul style="list-style-type: none">Shawli Hathaway gave an overview of and collected input from the RAC about the EPIC.
3	2016 Moving To Work (MTW) Annual Plan	<ul style="list-style-type: none">Katie Escudero gave an overview of and collected input from the RAC about the 2016 MTW plan.
4	Board of Commissioners	<ul style="list-style-type: none">TerryLynn Stewart greeted RAC members on behalf of the Board.
5	Answers to prior questions	<ul style="list-style-type: none">Bill Cook answered questions from the May RAC meeting about service animals and posting notices on tenants' doors.

Welcome and Introductions

Rickie Robinson welcomed everyone to the meeting. Introductions were made around the room. Visiting residents who came to hear the EPIC and MTW presentations were welcomed.

May 20, 2015 Notes

RAC members approved the notes from the joint RAC meeting of May 20th. These notes will be posted at KCHA's web site: <http://www.kcha.org/residents/rac/>

Energy Performance Initiatives Contract (EPIC)

Shawli Hathaway, Assistant Director of the Resident Services department at KCHA, shared some information about EPIC. KCHA employee Beth Pearson, EPIC project manager, was also there to answer questions.

What: The goal is to install products that are more energy efficient into some of the apartments and some of the common areas.

Why: King County Housing Authority (KCHA) cares a lot about maintaining its properties well and also about reducing waste and energy usage, and being environmentally friendly. We have decided to go ahead with this project because it will save money by reducing energy usage by making our buildings more energy efficient. Another reason to do this is that rent only covers part of the cost of operating the properties. The government has been paying us less and less over the last several years to maintain our properties, so we need a way to close that financial gap. Not only will these upgrades allow us to use less energy, but also the government likes energy programs so they will pay us more money if we

do this project. The additional money we will get will pay for these improvements and it will also pay for some of our other programs and services that we do for tenants. This project might also make the quality of life better for residents in the buildings affected. For example, improved air flow and improved heating could make residents more comfortable. The exact items to be installed have not yet been decided. Shawli distributed pictures of some potential new items.

Where: Here is the list of the buildings covered by the project right now. Public housing buildings not on the list are already energy efficient or didn't qualify for the program.

Ballinger Homes, Northridge I, Boulevard Manor, Northridge II, Briarwood, Northwood Apartments, Brittany Park, Northwood Square, Burien Park, Pacific Court, Burndale Homes, Paramount House, Casa Juanita, Park Royal, Casa Madrona, Peppertree, Cascade Apartments, Plaza Seventeen, College Place, Riverton Terrace II (Senior), Eastside Terrace, Salmon Creek (Greenbridge), Firwood Circle, Shelcor, Forest Glen, Sixth Place (Greenbridge), Gustaves Manor, Southridge House, Island Crest, Valli Kee, Kirkland Place, Wayland Arms, Lake House, Westminster, Mardi Gras, Yardley Arms, Munro Manor, Cedar Grove, Nia (Greenbridge), Hillsvew, Northlake House, KCHA Central Office

What Products: Some of the products are new lights (new LED bulbs last longer), new toilets to reduce water usage, air ventilation systems, and new heating systems. We might be able to replace some older refrigerators and we might be able to replace some older elevators. All of these upgrades will not only reduce consumption of utilities but will also be easier for KCHA staff to maintain because newer items won't have to be maintained and replaced as often.

When: Current Status: KCHA has decided to do this project, and has looked at the general products which will be installed, but not specific models. We will be finalizing the list of what products go where this fall. We plan to start installing upgrades on the first building in February 2016. The project will take about two years to finish. So far the contractor Johnson Controls (JCI) has taken a look at our buildings to find out what improvements are needed. Each building will get different upgrades depending on what each building needs.

Possible Employment Opportunities: Let one of the contacts for EPIC listed below know if you want to be more involved stay up to date. There might be employment opportunities for residents in connection with EPIC. We don't know exactly what might be available yet, but maybe some administrative work, maybe some cleaning, or maybe some other tasks. Once we know which measures will be installed where we will have more information about employment opportunities.

Disruption to Residents: There will be no tenant relocations during this project. No tenants will need to move out of their units. Before we start work at a specific building we will have a meeting with residents to discuss what work will be done, what products will be installed, and what to expect during the work. If we are making improvements in your apartment, the workers will need to come inside the unit, but we expect most of the improvements to only take two to three hours at the most.

Demonstration Units: Johnson Controls has installed some demonstration products such as new lights and toilets in some units. After they have been used for a few weeks, we will get feedback from tenants, maintenance staff, and property managers about the demonstration products.

Q & A: Shawli shared this list of questions and answers that have been asked at prior meetings.

1. What is an Energy Performance Initiative Contract?

EPIC is an agreement between a federally funded agency, such as KCHA, and an energy service company, that provides financing of energy conservation measures. The energy service company

completes an audit of the selected properties for the program, and then suggests energy efficient upgrades.

2. What are the benefits of this project?

- Makes KCHA buildings more energy efficient—less impact on the environment
- Improves quality of life for resident
- Saves money to pay for new products and future improvements and programs

3. Who do I contact for more information or to get involved in the project?

- Your Property Manager or Resident Services Coordinator
- Burgandi McCurdy (Communications Officer), 206-829.2465 or BurgandiM@kcha.org
- Beth Pearson (Project Manager), 206-574-1162 or BethP@kcha.org

4. When will we know for sure which properties and improvements will be installed?

We will have a final list early in 2016, about one month before construction starts.

5. How can you be sure this project will result in the savings you are expecting?

Johnson Controls Inc., the company we are contracting with for this project, has projected our estimated cost savings. If we do not realize the projected savings from this project, Johnson Controls will make up the difference.

6. How long will it take to realize these savings?

Some measures, like water and lighting, will realize savings very quickly. Others will take longer. The cost savings were projected based on 20 years of using the new measures.

RAC Member Comments and Questions

Will EPIC do improvements at buildings recently upgraded?

In some cases, yes. The list of properties involved is listed above. All of them are public housing buildings, so if you live in a project-based unit, for example, your unit will not be involved. If the items recently installed are already energy efficient, we won't replace them.

At unit turnover new heaters are being installed in my building above the windows. Would it be better to also install new heaters above the windows in units where the occupant is not moving?

We surveyed all the buildings for the need to upgrade heating systems. We might not be doing new heating systems in all of the buildings listed as being in the EPIC project, and in the buildings getting heating system upgrades, we won't necessarily be upgrading each unit. Next year after we have decided which units will be upgraded we will meet with residents of the affected units about 30 days before the work will be done to explain more. It won't be necessary for individual residents to request heading system upgrades because this is being done as part of a larger project based on the recommendation of the contractor JCI based on the audit they did this summer at each public housing building.

What have you learned from past installation projects? In my experience, not all past upgrades were done well. "This is standard we have to do it this way" was what the installers said, and the installations took a really long time, and the installers damaged our landscaping. There were problems with new doors not installed properly, fans coming on too frequently, and cheap peep holes installed too high on the new doors for children to see out.

For EPIC, we are trying out possible products in demonstration units with some KCHA residents. The items being installed in EPIC, a new faucet, for example, will not take very long to install in units. Nothing in EPIC will affect landscaping.

For the weatherization project with the problems described, Nikki Parrott, KCHA's director of the Weatherization Department, said she would look into the issue of the peepholes, and said she would pass on to her project managers the importance of not damaging landscaping. Nikki responded to the complaint about the frequently running fans by explaining that insulating a building stops air moving in and out the way it used to. We therefore need to add ventilation to keep indoor air quality good. We program the fans to come on when needed to so the indoor air doesn't get stale, and so moisture doesn't build up in a unit to prevent growth of mold. Those fans are set based on a formula which we have to comply with to come on periodically to keep the air moving. These kinds of fans might be installed in some units in the EPIC project, typically in the bathroom. Weatherization projects do take a long time.

I have a fan in the bathroom and in the kitchen and they come on too often. Will I get better fans?

Since your building is not on the list of properties the EPIC project will not do any work at your property. If your building *is* on the list, not every unit will get every upgrade. We will be coming to residents in each building on the list to have informational meetings before the work begins.

Will the EPIC project standardize units across the public housing buildings?

It will help some buildings "catch up" with buildings which have already been upgraded.

Will heating and cooling be forced air or baseboard?

We don't have plans to install baseboard heating as part of the EPIC project.

The air quality is worse in my unit since we had an air exchange vent put up in our ceiling. Unpleasant cooking and car smells from outside are coming into my unit. My fan is bringing cold air in.

This is good feedback as we make decisions about fans what to include in EPIC.

Fans are important to prevent moisture from building up, so the fans are very important to prevent mold in units.

If you have feedback about properties not on the EPIC list you can contact Bill Cook.

Do you have EPIC updates available on the KCHA web site?

Not now. We plan to come back to the RAC to bring more information later. When the work is starting we will provide property managers with information to share with building residents before the work starts in the building and construction progress.

The battery powered backup lights only last two hours when the power goes out. What about the elevators when the power goes out?

In most buildings we have a small generator to light some of the hallways and stairs. Bill Cook said he would look into the report of the lights only staying on for two hours because the batteries should last about six hours. The small generators are not enough to run elevators when the power goes out.

Moving to Work 2016 Annual Plan

Katie Escudero is a policy analyst at KCHA who puts together the plans and reports that go to the federal government about how KCHA is using its federal dollars. She covered these topics.

1. What it means for KCHA be a Moving to Work (MTW) agency.
MTW was created in the 1990's by the federal government to allow Public Housing agencies to use their funding in more flexible ways. KCHA is one of only thirty nine high performing Housing Authorities with MTW authority to do things a bit differently such as delivering subsidy in different ways, developing new policies, to be innovative, to do things more efficiently, to

increase housing choice for people, and to increase self-sufficiency of participants. The main thing it means to us as an agency is we try to make improvements every year. KCHA has been participating in MTW since 2003. The RAC is very important because we need you to provide feedback about our MTW plan before we submit it to the federal government for approval.

2. Goals and activities KCHA is continuing to implement through the MTW program.
 - a. Expand housing opportunities for low-income King County residents by adding up to 248 new Public Housing units. The 2016 MTW plan proposes ways to simplify the process for adding new units.
 - b. Preserving our existing affordable housing stock with improvement projects such as repaving, replacing sidewalks, installing new drainage systems, installing new storm water systems, replacing roofs, and interior unit upgrades; and implement the EPIC. MTW makes it possible to fund these projects.
 - c. Increasing access to high opportunity neighborhoods such as Bellevue. These neighborhoods have better schools and better transportation. One idea to help people with Housing Choice Vouchers move to neighborhoods with higher opportunity and also higher rents is to go to more than the current two payment standards. Another idea to increase access to high opportunity neighborhoods is to purchase housing in those neighborhoods.
 - d. Better respond to diverse needs of people, such as homeless young adults and domestic violence survivors, with flexible housing subsidies. Some ideas along those lines are time-limited assistance or assistance with move in costs.
 - e. Improving educational outcomes for children. For example, providing after school services for the children living in KCHA properties, engaging parents, and pre-school programs.
 - f. New software systems coming on line at KCHA.
 - g. Examine our business processes and make improvements.

3. New activities being proposed in KCHA's 2016 MTW Plan.

a. Implementing a Budget-based Rent Model

What: allows KCHA to dedicate a larger budget to a KCHA-owned project-based Section 8 property if it faces any changes in costs such as increased operational expenses, necessary upgrades, and debt service to pay for renovations. The resident's portion of rent will not change.

Why: A property's needs and costs can change over time – the population can change, necessitating more services or a new roof could be needed or energy upgrades – leading to a bigger budget that supports these services or debt related to upgrades.

Outcome: By setting a rent level that aligns with a property's costs, KCHA ensures that the 700 units in these properties are financially supported and sustained for the long-term.

b. Streamlining Land Sales and Disposition

What: Developing a streamlined sales process that reduces the administrative complexity and paper work for remaining sales at the Greenbridge community. Reduce paperwork to

one page, creating one framework for the remaining lots, easy to duplicate when an offer comes in.

Why: Despite approval in 2005, KCHA must still submit a detailed application (more than 40 pages) for each individual sale. This process hampers our ability to compete in the private marketplace and fully complete the Greenbridge community.

Outcome: By streamlining this process, KCHA will be able to efficiently and effectively complete the final stages of the Greenbridge development.

c. Converting Former Opt-out Developments to Public Housing

What: Converting entire Project-based Section 8 properties to Public Housing all at once. Going to one set of rules for a single building versus two sets of rules.

Why: Currently, a unit turns over to Public Housing only when a current resident moves out, making the process slow and unpredictable. Two sets of rules govern the management of the property, adding to the administrative complexity of providing housing assistance.

Outcome: By streamlining the conversion to Public Housing, KCHA can administer a single set of rules and cut down on administrative complexity and costs.

4. Collect comments on the 2016 MTW plan which RAC members had received in the mail.

a. What do we do to increase our self-sufficiency and not continue generationally poverty?

Rickie Robinson suggested residents contact one of the staff in the Resident Services department about the Family Self Sufficiency (FSS) program. Katie mentioned the Educational Initiatives in the MTW plan as a KCHA response to generational poverty.

b. Why does KCHA try so hard to get extremely low income people into housing?

There are funding incentives for housing developers in the private market to supply some housing for people who are low income. What happens is the developers using these incentives tend to create housing for people almost at the median income for the area, say about 80% of median. That means there's a big lack of housing for people with low incomes, say about 30% of median income. KCHA is trying to make up for that by providing housing opportunities for the very low income. We are also trying to get children from very low income families on Section 8 access to the better school districts in King County.

Greeting from Board of Commissioners

TerryLynn Stewart, a RAC member, a KCHA resident, and a member of the KCHA Board of Commissioners, came to the NE RAC meeting (she usually attends the South RAC meeting) to let RAC members know that the Board does care about residents and is listening. She invited RAC members to come to Board meetings which are usually the third Monday of each month and speak during the public comment period if they want to. Bill Cook added that any resident, not only RAC members, is welcome to attend the KCHA Board of Commissioners meetings.

Followups from the Joint RAC Meeting in May 2015

Bill Cook responded to some questions from the May RAC meeting.

- a. Is it legal and is it the right thing to do to post legal notices about lease violations on tenant doors? The process we go through is what's stated in the law. We try to notify the resident in person. If the resident is not at home, we try to go back at different times to try multiple services, even on weekends. If we don't ever find the resident at home, we can post the notice on the door. Based on your feedback we will talk to property managers about not displaying the tenant's name on the notice posted on the door, and probably putting the notice in an envelope that is put on the door. We will see if it works this way – our attorney is concerned that people might ignore the notice if it doesn't show the name.
- b. Can we require the owner of a service animal (an animal that is medically required by a person) to put the animal on a leash rather than relying on voice control? The fair housing groups in Washington told us that we can require a service animal to be on a leash if we also require people with non service animals to have their animals on a leash. KCHA will look at the language in the lease to see if our current lease needs to be clarified on this point.