

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF SEATTLE
NOVEMBER 18, 2024

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Regular Session on November 18, 2024, at the SHA Central Office, as well as via teleconference. Board Chair Sally Clark called the meeting to order at 5:05 p.m. Kimberly Garrett then performed a roll call for Board Commissioners currently in attendance. Commissioners present and absent were as follows:

Present: Sally Clark, Chair
Robert Crutchfield, Vice-chair
Twyla Minor
Paul Purcell

Absent: Dr. Paula Houston
Rita Howard
Gerald Smiley

Public Comment

Dan Kruzich, Bitterlake Manor
Mary Edenshaw, Golden Sunset Apartments

Consent Agenda

Commissioner Clark presented the Consent Agenda, which included approval of minutes for the Regular Board Meeting of October 14, 2024; approval of minutes for the Regular Board Briefing of November 11, 2024; and approval of the Expenditure Certification Report (Authorization to Pay Outstanding Obligations of Salaries and Claims for the Period of October 1 to October 31, 2024.)

Commissioner Purcell moved to approve the Consent Agenda, and the motion was then seconded by Commissioner Crutchfield. Hearing no further comments, the Consent Agenda was approved by the majority of the members of the Board present at that time (4 yes; 0 no; 0 abstentions).

Regular Agenda

Resolution No. 5290 - SHA Executive Director Line of Succession Designation

Commissioner Clark called for consideration of Resolution No. 5290; Commissioner Crutchfield motioned, and Commissioner Purcell seconded the motion. General Counsel Chuck Lind presented the resolution to the Board and recommended adoption of the resolution.

Resolution No. 5290 designates personnel to serve as Acting Executive Director in the absence of the Executive Director, to retain continuity of agency business. This update includes the addition of the two new Deputy Executive Directors to the line of succession. The last iteration of this designation was passed in July 2023.

Commissioner Purcell gave appreciation and support of this resolution. Hearing no further comments, Commissioner Clark called for a vote for Resolution No. 5290; the resolution was then approved among the members of the Board present at the time (4 yes, 0 no; 0 abstentions.)

Resolution No. 5291 – Buy Up Program (F.A.M.E./Bryant Manor 2)

Commissioner Clark called for consideration of Resolution No. 5291; Commissioner Purcell motioned, and Commissioner Crutchfield seconded the motion. Executive Director Brandon introduced the resolution and Development Director Terry Galiney to present and recommend adoption of the resolution.

The Buy Up program was put in place to help incentivize developers who are doing affordable projects in high opportunity neighborhoods to create 3-bedroom units because the funding incentives largely are geared toward studios, 1-, and 2-bedroom units.

SHA is partnering with First A.M.E. (FAME) Housing Association for their project located in the Central District neighborhood in order to increase the total number of three-bedroom units in their Bryant Manor 2 development. SHA is providing \$2,300,000 in capital financing to the project and the developer is including thirty affordable three-bedroom apartments (at 60% AMI) because of this funding.

Resolution No. 5291 authorizes SHA to lend up to \$2,300,000 to FAME Housing Association for this project and to make and execute documents and contracts related to this loan.

After further comments, Commissioner Clark called for a vote for Resolution No. 5291; the resolution was then approved among the members of the Board present at the time (4 yes, 0 no; 0 abstentions.)

Resolution No. 5292 – Dissolution of SHA Audit Committee

Commissioner Clark called for consideration of Resolution No. 5292; Commissioner Crutchfield motioned, and Commissioner Purcell seconded the motion. Mr. Brandon introduced Mr. Lind, who presented and recommended adoption of the resolution.

To increase public visibility and transparency, as well as promote efficiency in the work of members of the Board of Commissioners in their review of financial statements and financial controls, Resolution No. 5292 dissolves the Audit Committee. The resolution permits the Board of Commissioners to re-assume those duties previously delegated to the Audit Committee in January 2008, which was created by adoption of Resolution No. 4892.

Hearing no further comments, Commissioner Clark called for a vote for Resolution No. 5292; the resolution was then approved among the members of the Board present at the time (4 yes, 0 no; 0 abstentions.)

Executive Director Report

Due to time constraints, Mr. Brandon implored the Board to peruse the departmental reports and let him know if they had any follow up questions to address. He did make mention of the Housing Choice Voucher department's voucher utilization efforts and commended HCV Director Alice Kimbowa and her staff on their great work in this area. Mr. Brandon also mentioned the visuals of the Juniper housing project displayed in the Development departmental report.

Commissioner Purcell inquired as to any expectations from the results of the election in terms of SHA's future financial planning. Mr. Brandon replied not yet, but that he would like to have a much longer discussion about the impacts of the elections to SHA, when there will be more information to articulate on how the agency will be moving forward. Board Chair Clark concluded the discussion and tabled the Regular session in order to begin Executive Session with the Board.

Executive Session: Review Performance of Public Employee

Recess for this session began at 6:15 p.m.: the Board scheduled to return back to Regular Session at 6:30 p.m.

Hearing no further comments, Commissioner Clark called for adjournment of the Meeting. It was moved by Commissioner Purcell and seconded by Commissioner Crutchfield. The November 18, 2024, Regular Session of the Board was then adjourned at 6:31 p.m. as agreed among the members of the Board present at the time (4 yes, 0 no; 0 abstentions.)

Secretary-Treasurer