
**SEATTLE HOUSING AUTHORITY
REGULAR BOARD BRIEFING**

LOCATION
Virtual via Microsoft Teams
(206) 257-3799; Phone Conference ID 450 138 704#
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LOCATION
In-person option at SHA Central Office
101 Elliott Ave W, 1st Floor Tahoma Conference Room
Seattle, WA 98119

DATE **August 11, 2025, 4:30pm – 6:00pm**

BOARD ATTENDEES
Sally Clark, Chair
Robert Crutchfield, Vice-Chair
Dr. Paula Houston
Rita Howard
Twyla Minor
Paul Purcell
Gerald Smiley

DISTRIBUTION SHA Board of Commissioners; Cabinet

Commissioner Roll Call

Present: Sally Clark, Chair
Robert Crutchfield, Vice-Chair
Paul Purcell
Paula Houston

Absent: Gerald Smiley
Twyla Minor
Rita Howard

AGENDA:

Briefing Items

- **Resolution No. 5299** – SHA Bylaws Update
- SHA 2026 Budget Framework – Opportunity Initiatives (OIs) and Real Estate Portfolio Roadmap

An informal meeting without quorum began at 4:34 PM upon the agreement of all commissioners present. Commissioner roll call was later given at 4:49 p.m. The Briefing was held via teleconference, with an in-person option at the SHA Central office. Commissioners Smiley, Minor, and Howard were absent from the Briefing.

Resolution No. 5299 – SHA Bylaws Update

Commissioner Clark invited Legal Director Chuck Lind to begin his presentation. R.C.W. 358207 authorizes housing authorities to make bylaws, review them, amend them, and repeal them from time to time. The last time SHA reviewed bylaws was in 2018. This most recent review is intended to update language, e.g. change “chairman” to “chair.” Additionally, the most recent review is intended to change bylaws to reflect more up-to-date practices of the agency, such as more flexibility for Board Commissioners to schedule certain meetings. Lastly, the third kind of amendment recommended by Legal is Article 2, Section 6, stating that officers shall serve for one year. What has been observed, however, is that one year is enough to finally feel as though one understands things enough to have more meaningful contributions. Therefore, the suggestion would be to amend that one year term to two terms.

Mr. Lind noted that Commissioners have a hard copy of the proposed amendments in front of them and asked for any questions. Commissioner Purcell asked about Article 2, Section 4, in which contract signing authority would move from the Chair to the Secretary—does this mean the Chair would no longer have any authority to sign a contract? Mr. Lind replied that the Secretary has already been signing things like this, so this change would bring the bylaws into alignment with current practice. He added that the Chair of the Board of Commissioners has not been signing contracts, instead, the Executive Director has. The proposed change would endow the Secretary or the Secretary’s designee with signing authority. Commissioner Clark commented that she believes Article 2, Section 2, is the one Commissioner Purcell’s question pertains to. Commissioner Purcell added he believes that the Chair should retain signatory authority.

After additional conversation, Mr. Lind commented that as the revised bylaw is written, the Chair would not retain signatory authority unless designated specifically by the Secretary. If the Board would like to further revise the bylaw to address this question from Commissioner Purcell, that can be done. Commissioner Clark proposed that the Board postpone a potential vote on amending this new language until the next Board Meeting. Executive Director Rod Brandon stated that revised language would be brought forward for the next Board Meeting.

Mr. Lind suggested that those Commissioners not present today also confirm their support for the changes to a two-year term. Commissioner Clark stated that follow up with them would be performed.

SHA 2026 Budget Framework – Opportunity Initiatives (OIs) and Real Estate Portfolio Roadmap

Mr. Brandon introduced the topic at hand, which is the Opportunity Investments (OIs) that were approved by the Board. He reiterated that the growth of SHA is paused, for now, in 2026; there will be no new full-time employees added in the next year, and Mr. Brandon reviewed additional measures taken this year and into 2026 as well. OIs were meant for short-term investment such as 1-, 3-, and 5-years as SHA did not want to lock itself into increasing its overall, base budget for specific things. Mr. Brandon introduced Bobby Coleman (Asset Management Director), Gashaw Dessie (Finance & Administration Budget Manager), and Miki Naganuma (F&A Deputy Director) for further information.

Mr. Dessie continued the presentation, stating that SHA had anticipated a 15% reduction (\$28M) in budget based on what is coming out of Congress. Now, however, it is sounding more like a 4.7% decrease in budget. Based on this, the thinking is that SHA will fund development projects from a pot of one-time money. Mr. Dessie added specifics on unusual expenses in 2026, namely the absorption of 475 Emergency Housing Vouchers in Q4. Commissioner Purcell asked if the 4.7% prediction carries a lot of weight. Intergovernmental Relations Director Lisa Wolters replied that there is expected to be great support for affordable housing in 2026, and though it cannot be guaranteed, it truly seems as though this estimate will be seen through.

At this point, Deputy Director of Development Sandy Miller provided information on in-progress projects Jackson Park Village (JPV) and Northgate Redevelopment. JPV is expected to close in December 2025 and begin construction that same year. Venture General Construction was just awarded the contract for this location. Commissioner Purcell asked if JPV is a tax-credit project, and who are our partners or lenders? Ms. Miller confirmed it is a tax-credit project and details regarding partners or lenders will be brought before the Board in October.

Ms. Miller continued, speaking to the Northgate Redevelopment. The intention is to pay off bonds and demolish the property in 2025, potentially moving into 2026. \$20.5M from the 2025 adopted budget and \$55M from SHA Committed Funds would pay off the bonds. Around October or November of this year, the Board will see more information about the bond payoff.

Additionally, SHA is looking at the potential for a Holly Court Redevelopment and has a \$5M Predevelopment Loan approved in October 2024 for that. Commissioner Houston expressed her appreciation for the updates on these properties, especially Northgate, and requested physical addresses for each of these sites. Mr. Miller replied that she can send those addresses out, and Mr. Coleman added that a one-page informational sheet on each property can also be included on what is sent to Commissioners.

Mr. Coleman continued the presentation, offering a brief overview of the Public Housing Repositioning effort and the resulting Real Estate Road Map. He expects to return to the Board later this year to highlight that work as well as a calendar of anticipated Board

engagement in projects related to this work. Commissioner Clark asked Mr. Coleman to define “repositioning” as it is used, here. Mr. Coleman responded that this has typically referred to redevelopment through the tax credit program or through a Section 18 conversion. It may also involve replacement and potential sales of property, and any of those would come to the Board on a project-by-project basis. Mr. Brandon added that the agency is moving to look at redevelopment, acquisition, and new development more holistically across the organization as time goes on.

Moving on to discuss Opportunity Investments (OIs), Mr. Brandon provided an overview for the Board. An OI is a multi-year budget add that provided SHA with an opportunity to make new, short-term, multi-year investments. OIs began in 2019 and were recently reviewed due to the current federal funding climate. Ms. Naganuma described the review of OIs that recently concluded. The total recommended reduction across various OIs is \$13.9M, and of that, \$8.8M will be reallocated to fund other OIs that are still slated to be used but have not yet been funded. Commissioner Purcell stated that Mr. Dessie described a minimal impact to the 2026 budget of only a 4.7% reduction. If that is the case, what is the agency moving toward? This is taking money from previously approved OIs and putting it to other, previously approved OIs? Mr. Brandon replied that yes, that is the case; if there is an OI that has not performed or things have changed, money will be moved from them to support others.

Ms. Naganuma shared that continuing OIs will be Public Housing Rehabilitation and Repositions; Housing Quality; ERP/HRIS; Private Security; Youth and Education Coordinators in Family Communities; IT Training, Mentorship and Intern Program; Process Improvement; and Housing Re-Integration. Partially repurposed OIs are Right Sizing and the Leaders @ All Levels. Fully repurposed OIs are Acquisition Funds, Staff Outreach, Digital Navigation Evaluation, Rent Reporting, and Wealth Building.

Commissioner Purcell asked about an Aging-In-Place OI as it was not included in any of these categories. Mr. Brandon stated it should have been included on the “continuing OIs” list, and Ms. Naganuma added it was likely overlooked due to the relatively small amount of funds remaining in it. Commissioner Purcell asked if the Right Sizing OI is a HUD requirement—don’t we need to ensure that tenants aren’t “over housed” after some family members may move away from a unit? Mr. Brandon replied that this work will continue, it will just become part of the everyday responsibilities of housing staff.

Ms. Naganuma provided a timeline for next steps. On August 29th, a proposed budget will be provided to the Board and sent out for public comment. The board will be briefed on September 8th and have will have an additional discussion on September 15th. On October 6th at the Board Briefing, staff will respond to any questions or adjustments, and on October 13th the Board will be scheduled to vote.

Commissioners Purcell and Clark expressed their appreciation to those who presented today.

Meeting Close

The next Board Meeting will be on Monday, August 18. Hearing no further comments, Commissioner Clark called for an adjournment. Commissioner Purcell motioned, Commissioner Crutchfield seconded the motion. The August 11, 2025, Regular Board Briefing was adjourned at 5:59 p.m.

Secretary-Treasurer