

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF SEATTLE
NOVEMBER 17, 2025

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Regular Session on November 17, 2025, at the SHA Central Office, as well as via teleconference. Board Commissioner Sally Clark called the meeting to order at 5:01 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
Paul Purcell
Kristin Ryan
Twyla Minor
Rita Howard

Absent: Paula Houston

Public Comment

Steve Solomon is a resident at Golden Sunset Apartments. Cigarette pot smoke infiltrated Mr. Solomon’s unit on several occasions. He has notified site management about every time this has occurred. He stated that adverse health effects to him and his dog have required them to leave their unit multiple times in order to avoid exposure. He said that smoking continues to occur, and Mr. Solomon states he has not received the smoke-free home that he is due. Executive Director Rod Brandon replied that the agency would continue to follow up on this and on Mr. Solomon’s October 13th letter regarding the smoke issues. Commissioner Clark asked for follow-up from staff by next week.

Consent Agenda

Commissioner Clark presented the Consent Agenda, which included approval of minutes for the Special Board Meeting of October 13, 2025; approval of minutes for the

Regular Board Briefing of November 10, 2025; 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, 2025).

Commissioner Purcell moved to approve the Consent Agenda, with Commissioner Howard seconding the motion. Commissioner Purcell asked for Chief Financial Officer Jared Cummer to explain the difference between two numbers in the Authorization to Pay Outstanding Obligations of Salaries and Claims. In Mr. Cummer's absence, Mr. Brandon replied that he would follow-up on the Commissioner's question, and that the difference in numbers was likely due to an unusual timing of payments from HUD to the agency. Hearing no further comments, the Consent Agenda was approved by the majority of the members of the Board present at that time (6 yes; 0 no; 0 abstentions).

Regular Agenda

SHA Rent Arrears Collection Update

Mr. Brandon introduced the topic at hand, stating that the Board is updated at least once a year on rent collection. Housing Operations Director Dave Wellings reviewed some context, mentioning that he first came before the Board in 2023 when SHA was beginning to collect on rent that had accumulated since the beginning of the COVID-19 pandemic in 2020 after a series of eviction moratoriums. He offered that anyone who would like additional information beyond this presentation can meet with him personally. Commissioner Clark asked for presentations such as this to be sent to the Board ahead of meetings as possible to allow for more nuanced discussion.

Mr. Wellings provided some key takeaways—rent may seem straightforward but actually involves multiple factors; SHA focuses on prevention of eviction and resident stability; opportunities remain for consistency and alignment; and arrears balances have increased in recent years, which is consistent with broader regional and national trends. Depending on the housing type that someone is living in, the amount of their rent and how it is calculated can vary significantly. There are SSHP (Seattle Senior Housing Program) units which have a tiered rent structure according to income, Public Housing

and Project Based Voucher units which are geared toward residents who are very low income and rent is based on 30% of a resident's income, then there are Market Rate/Tax Credit units where rent is held below market rate and rent amount is *not* based on a percentage of a tenant's income. Commissioner Purcell asked if the Market Rate/Tax Credit units are the 60% area median income (AMI) partnership units, and Mr. Wellings replied that is correct. Commissioner Ryan asked if there are voucher holders in the tax credit units. Mr. Wellings replied that there are, and he thinks of them more as belonging to the "public housing" or "project-based voucher" bucket of tenant rent. Commissioner Howard asked if residents pay 30% of their income *plus* a voucher in the project-based voucher (PBV) system. Mr. Wellings replied that PBV tenants will take their voucher to any unit that accepts it, pay 30% of their income toward the cost of rent, and the voucher covers whatever portion of rent that remains unpaid.

Pre-COVID, SHA typically collected 98% of rent due to the agency. As of today, the agency still has not approached that number again. In November 2025, roughly 85% of residents has fully paid rent charges up to that month. Mr. Wellings stated that payment plans with residents are considered in accounting terms to contribute toward their rent. Upon a question from a Commissioner about why the agency would handle it this way, Mr. Wellings replied that this would be a question for an individual meeting following this one. He added that many residents carry high balances, such as into the tens-of-thousands of dollars, that are difficult to reduce. These high balances may discourage efforts to stay current. Commissioner Howard asked about the number of households facing high balances. Mr. Wellings stated there are 1,600 past-due households, and 900 of those have balances greater than \$500. Overall, SHA serves around 8,700 households. Commissioner Purcell stated that the agency receives several million dollars of rental subsidies from the federal government; are these applied to arrears? Mr. Wellings replied that these rent subsidies are just that—subsidies. They are not applied to arrears as those arrears are related to the tenant portion of rent, not the portion that is subsidized. Per HUD rules, SHA is not allowed to forgive those portions of tenant debt that have been accrued.

Historically, repayment agreements were entered into for the purpose of covering fees, fines, and rent related to unreported income. Commissioner Ryan asked for more information about how debt used to be addressed, and Mr. Wellings stated that accounts would be reviewed on the 14th of the month when he directly managed properties and would note who was late on payment for that month. Out of 1,000 households, they would serve roughly 40 households for being late, and maybe 30 of them would state they were unable to pay. SHA would advise them to seek rental assistance at a charitable organization, and maybe 1 of the 40 would move forward in the eviction process. Now, there are these high balances that cannot be covered by charitable organizations, and coming out of COVID, it was required for tenants to be able to enter a payment agreement with landlords. If tenants missed up to 3 months of payments on that new agreement, then the entire balance would go back onto their record as being unpaid rent and eviction would become a possibility. Mr. Wellings presented specific numbers on households with repayment agreements, those in default on those agreements, and the total balance owed on past due repayment agreements. Commissioner Ryan asked if there is a significant difference in the number of residents who engage in repayment agreements versus those who fit into the different buckets introduced earlier in Mr. Wellings' presentation. Mr. Wellings replied that there are no differences significant enough for him to recall right in the moment.

Mr. Wellings explained the "pay or vacate" process, which begins with a 30-day "pay or vacate notice." Commissioner Purcell asked if the 30-day notice is standard for all Seattle landlords. Mr. Wellings stated that he believes that is the case. He continued with the presentation, adding that housing stability intervention can occur up through the "show cause hearing" before an eviction gets to its final stage. Commissioner Clark asked Commissioners to pay special attention to the Notice to Pay or Vacate numbers provided by Mr. Wellings.

Deputy Director of Housing Operations Rachael Steward provided information about non-pay-related interventions with households that have a \$500 balance or greater. She reviewed the strategies SHA staff use, such as social service interventions like crisis counseling and rent payment assistance, social service partner like Aging & Disability Services and Neighborhood House, advocate interventions like an offer of

advocate support or meeting with property management, and advocacy partners like the Northwest Justice Project and the Tenant Law Center at Catholic Community Services. Ms. Steward stated that online payment adoption continues to increase and be successful and offered that increasing coordination between teams strengthens consistency and resident engagement is improving across various communities. She also shared resident stories from site management staff regarding rent payment. Commissioner Clark stated that they would like to hear more about this topic, but time is short in this meeting. Mr. Brandon agreed that doing this in the first quarter of 2026 would be best.

Reintegration Housing Update

Mr. Brandon introduced this topic with a note that these reintegration efforts first began two and a half years ago. Sarah Zavaleta, Policy Research and Evaluation Analyst II, J'aime Rodriguez, Policy Graduate Intern, and Seaton Moore, Policy Consultant, each introduced themselves. Ms. Zavaleta provided an overview of the project's beginning, efforts to today, and plans through June of 2027. She explained that this project is to help meet the needs of individuals coming out of incarceration and into SHA housing. An individual has an earned release date set by a judge, but if individuals do not have an address at the time of their release, they often end up homeless. Alternatively, if folks have an address, they might be able to leave a little earlier than if they had none. The goals of this project are to prevent homelessness for individuals exiting incarceration and support their successful reintegration.

The policy team shared resources that participants have, such as bridge housing, peer counselor support, JobLink support for education and employment assistance, and financial assistance with up to \$2,000 for deposits and essentials. As of two weeks ago, the agency received 34 referrals for this program. Of those, five applications were withdrawn as those applicants were able to find housing elsewhere. 25 applications have been approved, and four are pending. Methods to evaluate the program's achievement of its goals were described. Commissioner Howard asked if anyone could recall the number of people in the state of Washington who are paroled out of incarceration every year. Ms. Zavaleta recalls that the figure is roughly 1500 people who

exit incarceration in King County. Commissioner Howard asked how long the agency will be in its “pilot” mode when the need is so great? Ms. Zavaleta noted that the program has a firm funding end in 2027, and more discussion will be needed at that time. It may be that the cost of the program may not make sense for SHA to continue providing this service, or conversely, the agency may choose to expand the program. Upon request from Commissioner Howard, Ms. Zavaleta stated they would send Commissioners a report about the program and its demographics.

Commissioner Purcell asked if SHA is pursuing what other community partners can participate in this work instead of waiting for SHA’s project to end in two years. Ms. Zavaleta replied that there are at least four government and community organizations who are interested in this work, and it is not fully clear which of those could take on more of this. Mr. Brandon added that SHA is not the only organization doing this work, and staff can bring more information about additional groups in a future presentation to the Board. Commissioner Howard asked if the housing participants obtain is within the SHA portfolio, and if so, do participants receive a voucher or are they expected to obtain a job? Ms. Zavaleta said they receive a subsidy that acts similar to a voucher, but it is not called that as there is a graduated amount of rent due over time. Participants do not have to live in an SHA unit, but they do have to reside within the city of Seattle.

Seaton Moore from the Black Prisoners Caucus Community Group shared a participant story with the Board of a man named Louis who had been in-and-out of incarceration since the childhood age of thirteen and battled mental health crises and challenges without guidance or stability. Through SHA’s reintegration housing program, Louis was able to obtain his first-ever apartment after twenty years of homelessness, and after his release from incarceration. When Louis walked into the doorway of his new home, he froze, looked around, then shared that information with Mr. Moore who stood next to him. His eyes filled with tears as he told Mr. Moore it was the first time in years that he had felt human and felt that someone cared enough to give him a real chance at life.

Mr. Moore stated to the Commissioners that through this program, SHA doesn’t just provide housing but also restores humanity and dignity through services offered to residents. Mr. Moore also shared some of his own story—seven years in prison and

now, four years free from it, he has a newborn son and work that fills him with purpose. He stated that this SHA program reduces criminal repeating while also rebuilding people, restoring families, and healing community.

Commissioner Clark asked if Mr. Moore would be comfortable sharing his son's name and requested that Mr. Moore's comments be included in the meeting minutes. Mr. Moore shared his son's name and offered that it means "seeker of truth and knowledge." Commissioner Clark added that commissioners all know this is vital work, and the question that the policy team is examining is if SHA is positioned to be successful at helping people effectively build their new lives. She added that the Board wants data as time passes by regarding how well people are doing in this program and in these check-in interviews to make sure the program is working. She asked that staff report numbers such as how many people are coming from incarceration in King County in a given year, and out of those, how many SHA is able to assist with this program. Staff indicated they would keep this request in mind.

Commissioner Purcell asked if there are income supports for participants, or if it is just participants getting jobs that makes a difference with income. Upon prompting from Ms. Zavaleta, Ms. Rodriguez offered that average household income of program participants most recently was roughly \$16,000/year, and most of that was from employment. Ms. Zavaleta added that the program currently has no senior (age 62+) participants, and there are two households with dependents, so most income comes from jobs.

Executive Director Report

Commissioner Clark highlighted the note in the HR section about performance indicators in 2024 and 2025 and asked for that to be brought into a Board Briefing meeting. Additionally, in the Policy write-up the affordable housing landscape analysis is also very interested. Commissioner Purcell noted that the decision today about supportive housing at the federal level makes him wonder about what SHA might need to do; Commissioner Clark asked to have information about that on the December Board Briefing. Mr. Brandon replied that staff could let the Board know what they know, but anything more in-depth would need to take time. He added that the agency

continues to look at the continuing resolution, and it would not surprise him if another continuing resolution were in the works for beyond January 30th. Locally, there will be a new city mayor and that will require the agency to acquaint itself with her as well as new city councilmembers. Commissioner Purcell offered that commissioners could help with those efforts.

Mr. Brandon touched on the all-staff meeting that took place in October, as well as resident town halls. Commissioner Clark stated that the Board would like to receive the schedule of town halls as the dates are decided, and Mr. Brandon agreed to share it. Mr. Brandon provided a brief update on the Northgate redevelopment. Commissioner Purcell noted that roughly 10% of staff according to the Human Resources report have mental health concerns or family concerns; this seems high. Mr. Brandon replied that he lacks information to put this figure into context, and HR Director Evelyn Correa stated she can find that contextual information to compare it with. Deputy Executive Director Javana Polenska-Cross shared that a Communications Director is hired and due to start on December 1, 2025. Commissioner Ryan stated that she is impressed by the amount of information provided to the Board. It was noted by Mr. Brandon that the December Regular Board Meeting will be held at the newly completed Juniper Apartments at Yesler Terrace.

Hearing no further comments, Commissioner Clark called for adjournment of the Meeting. It was moved by Commissioner Purcell and seconded by Commissioner Howard. The November 17, 2025, Regular Session of the Board was then adjourned at 6:48 p.m. as agreed among the members of the Board present at the time (6 yes, 0 no; 0 abstentions.)

Secretary-Treasurer