
SEATTLE HOUSING AUTHORITY
REGULAR BOARD BRIEFING

LOCATION Seattle Housing Authority, 190 Queen Anne Ave N, Seattle, WA
Jesse Epstein Conference Room, First Floor

DATE February 11, 2019 4:30pm-6:00pm

BOARD ATTENDEES Deborah Canavan Thiele, Board Chair
Emily Abbey, Vice-Chair Dr. Paula Houston
Ahmed Abdi Paul Purcell
Robert Crutchfield Gerald Smiley

DISTRIBUTION SHA Board of Commissioners; Cabinet

4:30pm - Commissioner Roll Call

AGENDA

Briefing Items

4:35pm – CHH/SCIDPDA Briefing on County Records Site Development

4:55pm – Resolution No. 5164 – 2018 Write-Off of Delinquent Accounts

5:05pm – Resolution No. 5165 & 5166 – Jefferson Terrace LLLP Formation & Bond Inducement

5:30pm – Resolution No. 5167 – SHA Collective Bargaining Agreement with the Seattle King
County Building and Construction Trades Council

Commissioner roll call was given at 4:33 p.m. Commissioners Abdi and Thiele were absent from the Briefing. Executive Director Andrew Lofton chaired the Briefing meeting.

MEETING NOTES

Review 2/19/18 Regular Board Meeting Agenda and Updates

CHH/SCIDPDA Briefing on King County Records Site Development

This briefing was postponed to a future date due to snow/inclement weather conditions.

Resolution No. 5167 – SHA Collective Bargaining Agreement with the Seattle King County Building and Construction Trades Council

Labor Relations Negotiator Leigh Ann Tift presented Resolution No. 5167 to the Board, which authorizes the Executive Director to execute a new three-year contract with the Seattle King County Building and Construction Trades Council, effective January 1, 2019 through December 31, 2021. The contract agreement, which covers compensation and working conditions for approximately 160 SHA skilled and unskilled trades employees, was ratified by the members of the Council on January 10, 2019.

In addition to amendments to the sick leave provisions to comply with Washington Paid Sick Leave Law usage and accrual requirements, **adoption of SHA's Paid Family Medical Leave policy** and, upon the effective date, elimination of Paid Parental Leave and Voluntary Leave Transfers, this three-year contract contains a revision of the union security and dues payment provisions to align with the U.S. Supreme Court decision in Janus v. AFSCME.

Employees will receive a 3.25% wage adjustment for 2019 (retroactive), a base wage increase for 2020 equal to CPI-W for Seattle-Tacoma-Bellevue (with a minimum of 1.5% and a maximum of 3.75%), and a base wage increase for 2021 equal to CPI-W for Seattle-Tacoma-Bellevue, with a minimum wage increase of 1.5% and a maximum of 3.75%.

Resolution No. 5164 – 2018 Write-Off of Delinquent Accounts

CFO Shelly Yapp presented to the Board Resolution No. 5164, which authorizes the write-off of tenant and voucher participant accounts which have been deemed uncollectible for the year. Write-offs occur on a quarterly basis, after exhausting all reasonable collection efforts and following ninety days of account inactivity. The delinquent payments are written off of agency accounting records, yet accounts will remain open, as those former residents and voucher participants are still obligated to satisfy their past due accounts.

Total write-offs for 2018 are \$472,885. This amount consists of write-offs in Low Income Housing and Non-Federal SHA housing portfolios (LIPH/NF), in HOPE VI tax credit properties, as well as in the Housing Choice Voucher/Section 8 (HCV) program. The 2018 total write-offs are 33.9 percent below the \$715,114 in write-offs in 2017, and all three of the write-off categories experienced a decrease in write-offs in 2018 by comparison to 2017.

Resolution No. 5165 & 5166 – Jefferson Terrace LLLP Formation & Bond Inducement

Finance & Asset Management Director Jared Cummer introduced to the Board Resolution Nos. 5165 and 5166, which are in relation to the rehabilitation effort at Jefferson Terrace. Resolution No. 5165 authorizes SHA to establish a limited liability limited partnership and make application for various funding sources for the project; Resolution No. 5166 declares that the agency may sell tax-exempt bonds to finance the rehabilitation of Jefferson Terrace.

Over the past two years, architectural and engineering firms have performed investigative review of the property to determine the scope and magnitude of improvements, updates and repairs needed at Jefferson Terrace. It was revealed that critical building systems including the roof, building envelope, plumbing waste lines and ventilation systems require substantial repair and replacement. The investigation also suggests additional improvements are necessary to increase energy efficiency, resident community spaces, security and access within the building. Architects are currently working to finalize a set of design plans, then a contractor will assist with finalizing the scope of work and the rehabilitation costs of the project, all to be completed by June 2019. In July/August 2019, staff will bring the finalized scope and financing plan to the Board for review and feedback. In September/October 2019, staff will present financing resolutions to the Board for consideration and action.

Jefferson Terrace is a 17-story public housing high-rise built in 1967, adjacent to Harborview Medical Center, and located in the First Hill neighborhood. The building has a total of 299 units; 283 studios, and 16 two-bedroom units. Based on initial estimates, total rehabilitation costs are expected to be in the range of \$20 to \$30 million; plans are to utilize low-income housing tax credits and tax-exempt bonds to finance the rehabilitation.

Executive Director Lofton adjourned the meeting at 5:36 p.m.

Secretary-Treasurer