
SEATTLE HOUSING AUTHORITY
REGULAR BOARD BRIEFING

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

DATE March 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 – Resolution No. 5168 – Ritz Tax Credit Partnership Exit

4:45pm – Accreditation Final Actions

- SHA Bylaws Resolution No. 5169
- Ethics Policy
- Whistleblower Policy

4:55pm – JobLink 2018 Progress Report

5:15pm – Sustaining Yesler Services

Commissioner roll call was given at 4:36 p.m. Commissioners Abdi and Purcell were absent from the Briefing. Commissioner Thiele chaired the Briefing meeting.

MEETING NOTES

Review 3/18/18 Regular Board Meeting Agenda and Updates

Resolution No. 5168 – Ritz Tax Credit Partnership Exit

Finance & Asset Management Director Jared Cummer introduced to the Board Resolution No. 5168, which authorizes the acquisition of the limited partner interests in the Ritz Apartments LP from Enterprise Community Investments, and also authorizes the assumption of the outstanding debt and the dissolution of the partnership reverting ownership to SHA. SHA and Enterprise **have negotiated the exit and transfer of Enterprise's 99.99 percent ownership interest.** Enterprise will exit the partnership and transfer its interest, including all reserve accounts, for a total transfer fee of \$28,345. SHA would assume the outstanding bonds with Chase Bank (approximately \$862,588) and a loan from the City of Seattle (\$560,000 outstanding). Following the exit and transfer of Enterprise from the Partnership, SHA will remain the General Partner with a 99.99 percent interest and S.P.A.C.E. Foundation will be the Limited Partner with a 0.01 percent interest. After the partnership is complete is complete, SHA will obtain approvals from Chase Bank, City of Seattle and Washington State Housing Finance Commission to dissolve the Partnership and revert ownership of the property to the agency.

Accreditation Final Actions

Resolution No. 5169 - SHA Bylaw Amendment, Ethics Policy & Whistleblower Policy

Executive Director Lofton presented Resolution No. 5169, which relates to amendments and updates to the bylaws of the Seattle Housing Authority, as previously requested by the Affordable Housing Accreditation Board, to conform to current Board practices and eliminate gender specific terminology. The Commissioners were encouraged to review the current changes and amendments to the bylaws further to reflect the current activity and procedures of the Board. The last amendments to the bylaws were passed by a majority of the Board on September 17, 2018. This resolution will be tabled until after further changes have been made and ready to be brought back to the Board for ratification. The Ethics and Whistleblower policies were updated, also at the request of the Affordable Housing Accreditation Board, to be inclusive and reflect the **interests of the Board of Commissioners within SHA's policies standards.**

JobLink 2018 Progress Report

Employment & Self Sufficiency Administrator Anne Keeney presented the progress report of improvements delivered through the JobLink program. The program served to be more impactful for SHA residents by setting aggressive enrollment and job placement targets, while serving a wider diversity of residents with varying needs. JobLink offered a new education and training options and industry sector focus to inspire and support residents in pathways towards living wage jobs.

In 2018, the program recorded 643 enrollments, 202 job placements across 168 individuals and 264 education services enrollments across 173 individuals (which was a new component of the program.) The program was simplified from 2017 and a new refined service model was put in place. Outreach was increased and an amplified focus was placed on identifying the diversity of **the client's employment and education needs**, as staff is highly invested on the program success of the residents and wants to **do their best to make sure they're equipped with the tools needed to achieve it.**

Sustaining Yesler Services

Deputy Executive Director Anne Fiske Zuniga presented a summary of three proposals to the Board for consideration in regarding to fundraising options to sustain services at Yesler Terrace. At the Board/Cabinet Retreat, in July of 2018, the possibility of SHA engaging in a fundraising campaign to continue the service investments at Yesler was discussed. Since that time, more information has been gathered as to what a fundraising effort would entail, and identified two additional approaches that could support service funding at Yesler into the future.

Option 1 denotes incorporating Yesler services costs into the SHA budget, where the service **costs would compete for inclusion in SHA's annual budget allotment.** Option 2 would establish an ongoing fundraising capacity at SHA, which would involve creating a team whose sole focus would be towards fundraising efforts. Option 3 would be to create a Yesler services endowment, which would involve earmarking Yesler property sales proceeds, as well as a one-time allocation of MTW funding, to seed an endowment to generate interest earnings to pay for future Yesler services. Further discussion will be brought to the Board at upcoming Board Briefing meetings.

Commissioner Thiele adjourned the meeting at 5:51p.m.

Secretary-Treasurer