
**SEATTLE HOUSING AUTHORITY
REGULAR BOARD BRIEFING**

LOCATION Held via Teleconference Line
Microsoft Teams
(206) 257-3799; Phone Conference ID 573 764 174#
[Click here to join the meeting](#)
Listen in: Jesse Epstein Conf Rm, 1st Floor, SHA Central Office

DATE June 12, 2023, 4:30pm - 6:00pm

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

DISTRIBUTION SHA Board of Commissioners; Cabinet

Commissioner Roll Call

AGENDA:

Briefing Items

- **Resolution No. 5261:** Bargaining Agreement: Teamsters Local Union 117 (20 min)
- **Resolution No. 5262:** 2022 Write-Offs of Delinquent Accounts (20min)
- **Resolution No. 5263:** Juniper Bond (10 min)
- **Resolution No. 5264:** Juniper Omnibus (10 min)

Commissioner roll call was given at 4:35p.m. The Briefing was held via teleconference with an in-person option at the SHA Central Office. Commissioners Dr. Houston and Smiley were absent from the Briefing.

Review 06/20/23 Regular Board Meeting Agenda and Updates

Resolution No. 5261: Bargaining Agreement: Teamsters Local Union 117

Executive Director Rod Brandon introduced Labor Relations Negotiator Leigh Ann Tift and Deputy Human Resources Director Valerie McKenna to the Board to present Resolution No. 5261 to the Board.

This resolution concerns a bargaining agreement for the workforce of the Property Assistants (PA), who principally work at the Low-Income Public Housing (LIPH) and Seattle Senior Housing Program (SSHP) properties. This is a custodial and administrative workforce comprised of 33 staff, 80% of these staff are BIPOC and 70% are Section 3 hires (33% are SHA residents).

SHA and the Teamsters began meeting in 2022 to negotiate a new contract and reached a tentative agreement in March 2023. The Teamster's bargaining team recommended approval of the contract to their membership and submitted the tentative agreement to a vote of the members. The contract was ratified by the covered employees on May 24, 2023. When negotiating this contract, SHA had clear objectives and priorities: stabilize the workforce, provide a competitive wage and possible career/salary progression for staff, and recognize staff with workable language skills.

Primary objective for the contract offers a 3% market wage adjustment and an 8% annual wage increase on base wages for 2023 to address the wage restrictions in 2022 and to address current retention and recruitment challenges. A wage increase of 6% of base wage is set for 2024 and wages for 2025 will be based upon an agreed-to range of no less than 2.5% and no more than 4%. The estimated costs of the wage increase over the life of the contract are \$324,517.00. With position vacancies, that amount will decrease. Also offered to the Teamsters was the opportunity to earn merit pay (up to a 2% pay increase based on work performance), an additional day of Bereavement Pay, Sr. PA classification (offering a higher wage depending upon skill and responsibility and create opportunities for career and salary progression), and Language Pay (for those staff fluent in a second language and able to serve as a translator for non-English speaking residents.) The expected outcome of this new bargaining agreement would be reduced turnover, an increased ability to attract and retain workers while enhancing the value and job experience for existing staff.

Resolution No. 5262 – 2022 Write-Offs of Delinquent Accounts

Mr. Brandon introduced Acting CFO Jared Cummer to the Board to present Resolution No. 5262 to the Board. (Before beginning the presentation, Mr. Cummer made mention of a typo in the 2021/2022 comparison document and noted that the new documents would be resented to the Board prior to the June 20, 2023 Board Meeting.)

This resolution is an annual resolution concerning write-offs of delinquent accounts for residents and businesses no longer housed in SHA properties. Total write-offs for 2022 were \$278,513, an increase from 2021 by \$28,713 (2021 write-offs totaled \$250,800.) This amount is made up of write-offs in six different programs: SHA Low Income Public Housing/Non-Federal (LIPH/NF) housing portfolios, Yesler Redevelopment, HOPE VI, Housing Choice Vouchers (HCV)/Section 8, Commercial Leases, and Impact Property Services (IPS). In 2022, many old IPS unpaid balances were written off going back to 2007 adding \$51,259 to the write-off total. There was also one large commercial lease write off \$49,722, due to a business failure caused by the COVID-19 pandemic, while total write off balance of Housing Operations and HCV departments decreased significantly by \$72,268.

Resolution No. 5263 – Juniper Bond

Resolution No. 5264 – Juniper Omnibus Financing

Mr. Brandon introduced Development Director Terry Galiney and Development Program Manager Lauren Mathisen to present Resolution Nos. 5263 & 5264 to the Board.

Resolution No. 5263 authorizes SHA to issue bonds in the principal amount not to exceed \$52,000,000. The bond proceeds will be loaned into the Yesler Block 6.6 LLLP partnership, for the purposes of building the Juniper Apartments, a 114-unit low-income housing complex in the Yesler Terrace neighborhood.

SHA will provide project-based vouchers for 39 replacement housing units and target households with incomes at or below 30 percent of area median income (AMI). Seventy-five tax credit units will be affordable to households at or below 60 percent, and there is one manager unit. The composition of the units in the building will be 30 one-bedroom, 48 two-bedroom, 32 three-bedroom, and 4 four-bedroom apartments. The project also consists of a community room, a resident library, and structured parking for up to 55 vehicles. Construction is expected to be begin by July 2023 and be completed in approximately July 2025.

Resolution No. 5264, companion resolution to Resolution No. 5263, is an omnibus financing resolution which authorizes the Executive Director to complete and sign the documents necessary to construct, finance, and lease Juniper Apartments.

After discussion, Commissioner Purcell then asked the Board if there were any questions, or comments pertaining to the Briefing. After hearing none, Commissioner Clark moved for adjournment, that being seconded by Commissioner Howard. The June 12, 2023, Regular Board Briefing was adjourned at 5:25 p.m. after a vote of the Board present (5 yes; 0 no; 0 abstentions.)

Secretary-Treasurer