

MINUTES OF THE REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF SEATTLE  
FEBRUARY 21, 2023

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Special Session on February 21, 2023, at the SHA Central Office and via teleconference. Board Chair Paul Purcell called the meeting to order at 5:06 p.m. Kimberly Garrett performed a roll call for Board Commissioners in attendance.

Commissioners present and absent were as follows:

Present: Paul Purcell, Chair  
Gerald Smiley, Vice-Chair  
Sally Clark  
Robert Crutchfield  
Rita Howard

Absent: Twyla Minor  
Dr. Paula Houston

Public Comment

None

Consent Agenda

Commissioner Purcell presented the Consent Agenda, which included approval of minutes for the Regular Board Meeting of December 19, 2022; approval of minutes for the Regular Board Briefing of February 13, 2023; and approval of the Expenditure Certification Reports (Authorization to Pay Outstanding Obligations of Salaries and Claims for the Period of December 1 to December 31, 2022, as well as for the Period of January 1 to January 31, 2023.)

Commissioner Howard moved to approve the Consent Agenda and the motion was then seconded by Commissioner Crutchfield. During discussion of the Consent Agenda, it was noted that an updated copy of the December 19, 2022, Board Meeting minutes was supplied to the Commissioners prior to the Meeting; none of the changes were substantive except for an error of 796 vouchers mentioned instead of 496 vouchers. Also discussed were discrepancies in the Expenditure Certifications reports; it was then

decided to have them retracted, corrected and resubmitted at the March 20, 2023, Board Meeting for action.

Hearing no further questions or comments, Commissioner Purcell called for a vote. The Consent Agenda as amended was approved unanimously among the members of the Board present at that time (4 yes; 0 no; 0 abstentions).

### Regular Agenda

#### Resolution Nos. 5254 - SHA \$30M Taxable/Tax Exempt Line of Credit Renewal

Commissioner Clark moved for consideration of Resolution No. 5254; Commissioner Crutchfield seconded the motion. Mr. Brandon introduced Housing Finance & Asset Management Director Jared Cummer who presented Resolution No. 5254 to the Board and recommended adoption of the resolution.

Resolution No. 5254 requests Board of Commissioners approval to renew and amend SHA's revolving line of credit, which has a combined principal amount of not to exceed \$30M. In November 2019, the Board of Commissioners adopted Resolution No. 5177, which approved the replacement and consolidation of the SHA's Real Estate Line (\$15M) and the Operating Line (\$6M) into a new single \$30M Line of Credit that would provide \$30M in tax-exempt capacity and \$30M in taxable capacity, provided the total outstanding borrowing did not exceed \$30M at any point in time. This resolution seeks approval to renew and amend the Line of Credit approved under Resolution 5177, with the terms of renewal as follows; to provide tax exempt and taxable line of credit access in an amount not to exceed \$30 million at any point in time; to renew the term of the line of credit for 3 years; and to amend the interest rate from a floating rate indexed against LIBOR (London Interbank Offered Rate) to a floating rate indexed against SOFR (Secured Overnight Financing Rate). This is due to LIBOR being discontinued in 2023 as a result of the 2008 financial crisis and subsequent market manipulation. The effective rate is better under the terms of this renewal. The cost of renewing this Line of Credit is \$90K for the full term and is slightly more competitive than other financing rates that the SHA has paid, as typically these types of lines of credit charge a fee based on the amount of the line of credit that is unused every month.

After further discussion, Commissioner Purcell called for a vote. Resolution No. 5254 was approved among the members of the Board present at the time (4 yes; 0 no; 0 abstentions.)

### Aging in Place

Mr. Brandon introduced Housing Operations Deputy Director Rachael Steward, Strategic Advisor for Health Andy Chan, and Sr. Property Manager for the SHA Senior Housing Program Erica Alexander to present to the Board how SHA is addressing Aging in Place (AIP) concerns in SHA properties. Ms. Steward directed the Board to documents sent in advance to them and introduced Mr. Chan and Ms. Alexander to present information and some of the trends on the national level, the understanding of problems on the national level, as well as what we're seeing locally with AIP in SHA housing. Mr. Chan and Ms. Alexander gave personal bios of their professional careers and how it relates to the work they are doing with AIP.

Back in 2022 when preparing for the 2023 Budget, it was discussed as to what SHA wants to do about AIP, as well as what role should the agency play in this. When addressing what AIP means to the Board, there are a myriad of answers. The purpose is to define AIP, understand the concerns of the Board and the priority of AIP to SHA and how/why AIP applies to SHA by looking at our aging population. What resources currently address AIP for SHA seniors? What are some of the challenges and opportunities? What do experts in aging say?

Mr. Chan spoke of how most seniors, including SHA seniors, want to live in their own homes, safely and comfortably, for as long as they can. But successful aging in place typically requires increasing levels of supportive services to maintain safety and comfort for seniors. Aging in place may end in an at-home death, or a move to a higher level of care where, ideally, the decision to do this is made with the consent and participation of the senior. It involves a lot of different factors. Residential settings that are safe and comfortable as older adults become more frail or vulnerable spans a range of those seniors that require no care (fully independent housing), to low care (assisted living or independent housing with homecare), to high care (adult family home), then to those that require nursing care (skilled nursing facility). (A word cloud was presented to demonstrate major key factors of AIP, which include access to healthcare and long term care, security, having sufficient income, etc.)

Ms. Alexander presented case studies of two (anonymous) SHA residents of similar age, but with different level of supports and different ailments and how different

approaches to AIP can bring about vastly different outcomes. Many of the key elements were whether there were family/community supports, tendency towards isolation and refusal of care, ailments which affected not only the resident, but neighbors, or situations that were outside of what SHA can do as a housing agency and not as a supportive services agency.

The senior population in the United States will continue to grow for more than 35 years. Currently, the 65+ population is 17% of the total population, and in 2060, it will be about 23.5% of the population between 2016 and 2060, the 65+ population will almost double in number from under 50 million to just below 95 million people. Demographics were shown for ages 55-70 and over of the total population in owned/managed properties. This reflects the enormity of the issue of AIP. It was presented to the Board that given that SHA already provides a variety of supportive social, health and vocational services in our housing communities, should a more active role be taken in promoting AIP and the broad circumstances facing older adult residents. This topic will be brought back to the Board to discuss further about current services provided, challenges, and opportunities to SHA AIP residents.

#### Executive Director Report

Executive Director Rod Brandon informed the Board the SHA exceeded 100% utilization of Emergency Housing Vouchers (EHVs) prior to 2022; a huge congratulations were given to Alice Kimbowa and her HCV Team for this accomplishment. SHA continues to gain accolades for our work in utilization and we have been called upon to begin to explain and to share our methodology our tack, our tenacity, as well as our partnership with the regional homeless authority to try to achieve that we've exceeded.

Mr. Brandon announced CFO Shelly Yapp's retirement plans. She plans to retire at the end of 1<sup>st</sup> Quarter 2023 and he acknowledged Shelly's longevity and her career here in the Pacific Northwest, which was a very long and unbelievable career. The process is in place for her replacement, as we are working with a national executive search team and hope we find many viable candidates. We wish Shelly well in her retirement!

Mr. Brandon made mention of continued support from elected officials, particularly Sen. Patty Murray who makes it a point to reach out SHA to see how she can assist the housing community. Mr. Brandon participated in a housing forum with other Washington

housing authorities, both finance and providers in the Northwest for her to hear directly on what ideas and issues we face and how could she be more supportive. The same with Sen. Maria Cantwell, as she has been really engaged and looking for ways to support SHA, as well. Also mentioned was the visit from the Deputy Secretary of HUD in January 2023.

The SHA Environmental Sustainability Unit, led by Asset Management Administrator Bobby Coleman partnered with the Seattle Department of Transportation, and the Mayor's Office of the City of Seattle to give all of our residents access to transit passes. Potentially, residents could have access to free transit throughout this region, and a number of transportation modes, so that was very exciting. This effort has been in the works for a number of years.

After further discussion, Mr. Purcell asked for any further questions, or comments from the Board. Hearing none, it was moved by Commissioner Clark and seconded by Commissioner Crutchfield that the February 21, 2023 Regular Session of the Board be adjourned. All commissioners present at the time (5) voted unanimously to adjourn at

6:39 p.m.

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Secretary-Treasurer