

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF SEATTLE
MARCH 20, 2023

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Special Session on March 20, 2023, at the SHA Central Office and via teleconference. Board Chair Paul Purcell called the meeting to order at 5:05 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
Dr. Paula Houston
Twyla Minor

Absent: Rita Howard

Public Comment

Summer Gray

Consent Agenda

Commissioner Purcell presented the Consent Agenda, which included approval of minutes for the Regular Board Meeting of February 21, 2023; approval of minutes for the Regular Board Briefing of March 13, 2023; and approval of the resubmitted Expenditure Certification Reports (Authorization to Pay Outstanding Obligations of Salaries and Claims for the Period of December 1 to December 31, 2022, for the Period of January 1 to January 31, 2023, as well as for the Period of February 1 to February 28, 2023.)

After clarifications for the resubmitted Expenditure Certification Reports for December 2022 and January 2023 were discussed, Commissioner Smiley moved to approve the Consent Agenda and the motion was then seconded by Commissioner Crutchfield.

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 (5 yes; 0 no; 0 abstentions. Commissioner Minor had to leave the meeting early).

Regular Agenda

Resolution Nos. 5253 – Process Service Designation

Commissioner Clark moved for consideration of Resolution No. 5253; Commissioner Crutchfield seconded the motion. Mr. Brandon introduced General Counsel Chuck Lind who presented Resolution No. 5253 to the Board and recommended adoption of the resolution.

According to RCW State law, the governing body of each local governmental entity in the state requires appointment of an agent or agents to receive claims for damages submitted to the agency. This provision further requires that the identity of any such agent(s) and the address where the agent(s) may be reached during normal business hours be recorded with the City Auditor of the county where the agency is located. SHA's last designated three agents to receive claims for damages was in 2016. Two of those three employees have since retired and no longer work for SHA.

Resolution No. 5253 updates SHA's filing with the King County Auditor by identifying four (4) agents appointed to receive claims for damages submitted to SHA at SHA's Central Office business address:

- Becky Bullock, Risk Control Manager
- Erica Snyder, Risk Control Coordinator
- Charles Lind, General Counsel
- Michael Tarantino, Senior Deputy General Counsel

This resolution also authorizes the SHA Executive Director to update the King County Auditor filing with the SHA Central Office business address changes in 2023.

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5253 was approved among the members of the Board present at the time (5 yes; 0 no; 0 abstentions.)

Resolution Nos. 5255 – Housing Levy Voucher Commitment

Commissioner Smiley moved for consideration of Resolution No. 5255; Commissioner Clark seconded the motion. Mr. Brandon introduced Intergovernmental Relations Director Lisa Wolters who presented Resolution No. 5255 to the Board and recommended adoption of the resolution.

Resolution No. 5255 authorizes SHA to commit to three hundred project-base Section 8 Housing Choice Vouchers using all types of vouchers based on the availability of federal funding in units serving extremely low-income and homeless people financed by the 2023 Housing Levy, assuming city voters pass the Levy vote this fall. SHA has been a key partner in the past three Housing Levies (2002, 2009 and 2016), committing a combined total of 1,246 project-based vouchers (PBVs) for extremely low-income and homeless households. With the 2023 Housing Levy, Mayor Harrell will ask voters to renew and significantly increase the funding to create more affordable housing within the city limits.

| SHA’s Proposed Commitment to Seattle Housing Levies | | |
|--|----------------------------------|--|
| <u>Levy</u> | <u># of Levy Vouchers</u> | <u>SHA Cumulative Operating Subsidy \$ Projected*</u> |
| 2002, 2009 and 2016 Levies | 1,246 | Over \$637 million |
| 2023 Levy Recommendation | 300 | Over \$174 million |
| All Levies (2002, 2009, 2016 and 2023) | 1,546 | Over \$811 million |

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5255 was approved among the members of the Board present at the time (5 yes; 0 no; 0 abstentions.)

Resolution Nos. 5256 – High Point South Partnership Exit

Commissioner Clark moved for consideration of Resolution No. 5256; Commissioner Crutchfield seconded the motion. Mr. Brandon introduced Finance & Asset Management Director Jared Cummer who presented Resolution No. 5256 to the Board and recommended adoption of the resolution.

Resolution No. 5256 authorizes SHA to acquire the limited partner interest in this Partnership from Enterprise. The resolution also authorizes the termination of a Swap

Agreement and the outstanding bonds associated with the property with SHA's line of credit. In addition, the resolution authorizes the dissolution of the partnership and the forgiveness of the outstanding SHA loans, the assignment, amendment and/or transfer of documents with HUD, the Washington State Housing Finance Agency, and the Washington Department of Commerce. This transaction is administrative and financial and will have no impact on existing residents.

After further discussion, Commissioner Purcell called for a vote. Resolution No. 5256 was approved among the members of the Board present at the time (5 yes; 0 no; 0 abstentions.)

Executive Director Report

Executive Director Rod Brandon made mention of Housing Operations Impact Property Services (IPS) staff that organized a process where a team of maintenance workers go into a particular high rise building and work on all the work orders reported for that building. Residents have prior knowledge as to when this week is, so that they can bring issues to the team that might not be listed on a work order. The team attempts to complete as many work orders as reasonably possible while at the site. This method has proved effective in a number of ways that allows the team to address some of the work that has been backlogged, but it also builds a good relationship where residents are able to interact with maintenance staff to describe issues at the building. There is also a special team for addressing backlog work orders that have accumulated because of the pandemic.

Mr. Brandon reported that he and Rental Assistance Program Director Alice Kimbowa had the opportunity to meet with the Secretary of Veterans Affairs. He was in town meeting with some public housing agencies, nonprofits, and the Veterans administrative staff here in Seattle. He was excited about the role that the housing authorities are playing to increase voucher utilization for veterans, so both the King County Housing Authority and SHA shared what innovative things both agencies are doing, and how we are going about that work and what challenges we were incurring along the way.

Mr. Brandon briefly touched on the Digital Equity Request for Proposal (RFP) being issued and selection made for the planning and installation with the in-unit connectivity.

Mr. Brandon reported on the partnership with the City of Seattle for transit for residents is moving right along; in January and February, we got 2022 transit passes issued to residents out of the 10,000 allotted.

Regarding the Jefferson Terrace rehabilitation project, Mr. Brandon reported that there are residents who are living through the redevelopment and other residents that relocated to other housing. Staff continue to meet and check in with residents who remain on site, which they appreciate. Mr. Cummer and his team have been working with HUD for some time to give SHA tenant protection vouchers before SHA started that redevelopment. It was a timing issue but HUD now acknowledges that all those tenant protection vouchers or a majority those tenant protection vouchers are owed to SHA and so they gave formal notice of that in February. We are still working with them on twenty-one outstanding tenant protection vouchers for the respite program.

Mr. Brandon mentioned that staff turnover has declined a bit, so there is a hope that this will continue to be the trend. Currently, Human Resources staff have been working diligently in negotiating two big labor contracts, one with the Teamsters, one with the trades. More information to follow once available.

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 March 20, 2023, Regular Session of the Board be adjourned. All commissioners present at the time (5) voted unanimously to adjourn at 6:05 p.m.

Secretary-Treasurer