

MINUTES OF THE REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF SEATTLE  
MARCH 21, 2022

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Regular Session on March 21, 2022, via teleconference. Board Chair Paul Purcell called the meeting to order at 5:03 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  
Twyla Minor

Absent Dr. Paula Houston

Public Comment

None

Consent Agenda

Commissioner Purcell presented the Consent Agenda, which included approval of minutes for the Special Board Meeting of February 22, 2022; approval of minutes for the Regular Board Briefing of March 14, 2022; and approval of the Expenditure Certification Report (Authorization to Pay Outstanding Obligations of Salaries and Claims for the Period of February 1 to February 28, 2022.) Executive Director requested a correction to the report he made to the Board at the March 14 Board Briefing regarding the number of individuals injured in the fire at Bell Tower to be corrected to three people.

Commissioner Smile moved to approve the Consent Agenda (as amended) and the motion was then seconded by Commissioner Crutchfield. Hearing no questions or comments, Commissioner Purcell called for a vote. The Consent Agenda was approved unanimously among the members of the Board present at that time (6 yes; 0 no).

## Regular Agenda

### Resolution Nos. 5240 – SHA/Seattle Building Trades Collective Bargaining Agreement (CBA)

Commissioner Clark moved for consideration of Resolution No. 5240; Commissioner Smiley seconded the motion. Mr. Brandon introduced Labor Relations Manager Amy Heller who presented Resolution No. 5240 to the Board and recommended adoption of the resolution.

Resolution No. 5240 approves the CBA between the Seattle Housing Authority and the Seattle Building Trades Council. This is a one-year, rollover contract extension covering 10 unions and 173 SHA employees, focusing primarily on economic factors and continues all other articles and provisions of the collective bargaining agreement. It contains a 7% wage adjustment, a \$20.00 bio-clean premium, and wage increase for SHA Electricians reflecting 80% of the prevailing wage for that position. Other factors included in the contract is a commitment to a compensation class review for Engineers, and the combining of HOPE VI Maintenance Supervisors and the IPS Trade Supervisors into a single job classification.

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5240 was approved among the members of the Board present at the time (6 yes; 0 no.)

*Executive Session convened early at 5:12pm; the Regular Board Meeting reconvened at 5:50pm. Commission Chair Paul Purcell turned the meeting over to Vice-chair Gerald Smiley to conduct the meeting further as he needed to depart.*

### Jefferson Terrace Project Update

Finance & Asset Management Director introduced Sr. Asset Manager Sibyl Glasby to present updates for the Jefferson Terrace rehabilitation project. Jefferson Terrace, located on First Hill right next door to Harborview Medical Center, is SHA's biggest high-rise with the 300 units, and it's SHA's oldest high-rise, built in 1965. Currently, there is one entire floor that is leased to the University of Washington for their respite program, which is for clients that are coming out of Harborview that are currently homeless. They are allowed to lease those units for up to 6 months and they receive care there while they're in recovery. With the rehabilitation, we will be adding 6 new units that were in former agency space in the building so there will be an increase in actual residential units with the rehab.

In a breakdown of what the demographics were at the beginning of this year, Jefferson terrace is a building with extremely low-income households with the average income at about \$10,000.00 per year. The building has a little older population, with the average age being 61 and roughly 40% of the households came from homelessness. 60% of the residents identify as having a disability and nearly 70% of the households identify as being nonwhite.

Quite a bit of progress has been made since the last update, and SHA recently received the 3rd cost estimate from Anderson construction. The good news is that the scope that was included from the beginning of the rehabilitation has kept steady with cost. The bids we received were either at or below the costs that we had included in our budget. The other news is that because of the buildings age, we've had to increase the scope since the planned beginning of the rehabilitation we've experienced failures with the radiator system, as well as the seals on the windows. So, those have been added to the overall scope and with a request from our property management and maintenance team, we've also included the abatement of unit flurrries and the adhesive, so that's increased our scope as well.

SHA received approval of our Section 18 disposition plan based on obsolescence from our HUD engineer and we're expecting the signed letter from HUD at any time; we understand it's being routed for signature right now. Once we have that actual approval, then we're going to proceed with applying for tenant protection vouchers, which will then become project-based vouchers at Jefferson Terrace for the residents. So, the building will receive Section 8 subsidy instead of public housing subsidy. Currently, there are 107 vacant units at Jefferson Terrace and our relocation coordinator is working through to relocate another 30 households off-site and then also will be relocating all the tenants that are still residing in the east wing of the building to the west wing. Once that's completed, we would then proceed with starting construction sometime in mid-May after the relocation is done and we close the financing.

SHA recently selected U.S. bank as our low-income housing tax credit investor. It was through a competitive process and we're excited to have them aboard. We will come back to the Board soon to present our full financing plan as well as the associated resolutions that we will need to have completed before we can close the financing and issue the bonds for the project. In a summary of the rehabilitation scope, the total rehabilitation costs for Jefferson Terrace are approximately \$68.4M, with the exclusion of the acquisition costs. The rehabilitation work will encompass all the major systems including mechanical,

plumbing, electrical, envelope as well as a number of improvements to the common area and the lobby. Additional safety and security measures will be added, as well as some significant unit upgrades for our residents. We anticipate a 2-year construction period, and the project will be broken into three phases. The first phase will encompass the entire east wing, which is about 120 units, as well as common area and new office area improvements. The second phase will be half of the west wing, and the 3rd phase will be the final half of the west wing. A new laundry room is planned and will contain 22 machines for both washer and dryers, including both commercial and commercial washer and dryers. There are also plans for a community computer room. The entry to the building will be expanded with a new vestibule and a new intercom system for the residents; connecting both the community room from the outside like it is now but also to the lobby and the interior and with this lobby expansion will create more space for residents to socialize, to engage with the staff onsite, and make the entry much more welcoming and pleasant for residents.

#### Executive Director Report

Executive Director Brandon made note of the new format of the departmental reports and requested that the Board give on how the new format is working out, if the information is keyed into what the Board would like to be updated on, and if there is too much, or not enough information provided in the reports.

Second, he mentioned the Bell Tower Apartment that occurred a couple weeks ago, and the number of injuries reported. He commented on the impact to the residents. While the units were not damaged physically other than a strong smell of smoke throughout the 16 floors, a number of residents are not able to stay there for various reasons. Staff has been working hard within SHA and SHA social service partners to relocate a number of residents offsite into hotels; there are approximately fifty individuals who are now living offsite of bell tower and short-term living in hotels.

Mr. Smiley asked for any further questions, or comments from the Board. Hearing none, it was moved by Commissioner Howard and seconded by Commissioner Clark that the March 21, 2022, Regular Session of the Board be adjourned. All commissioners present at the time (5) voted unanimously to adjourn at 6:24 p.m.

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Secretary-Treasurer