

MINUTES OF THE REGULAR ANNUAL MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF SEATTLE  
APRIL 17, 2023

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Regular Annual Session on April 17, 2023, at the SHA Central Office and via teleconference. Board Chair Paul Purcell called the meeting to order at 5:04 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

Summer Gray

Consent Agenda

Commissioner Purcell presented the Consent Agenda, which included approval of minutes for the Regular Board Meeting of March 20, 2023; approval of minutes for the Regular Board Briefing of April 10, 2023; and approval of the Expenditure Certification Report (Authorization to Pay Outstanding Obligations of Salaries and Claims for the Period of March 1 to March 31, 2023.)

Commissioner Clark moved to approve the Consent Agenda and the motion was then seconded by Commissioner Howard. 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. 5257 - HCV Admin Plan Update

Commissioner Crutchfield moved for consideration of Resolution No. 5257; Commissioner Clark seconded the motion. Executive Director Rod Brandon introduced HCV Compliance & Policy Manager Mark LaBrayere who presented Resolution No. 5257 to the Board and recommended adoption of the resolution.

The HCV Administrative Plan establishes local policies for the administration of the HCV Program in accordance with HUD requirements, states discretionary SHA policy locally and the MTW activities that have been adopted by SHA. This plan is formally adopted and approved by the Board. Resolution No. 5257 adopts, approves, and incorporates these four main categories of updates:

1. Non-substantive language updates and clarifications.
2. Adding new policies and language required by HUD or other statutes.
3. Establish implementing policy for new or updated MTW activities.
4. Policy changes recommended by HCV.

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5257 was approved among the members of the Board present at the time (4 yes; 0 no; 0 abstentions.)

### Resolution Nos. 5258 - Jackson Park Village Disposition (JPV)

Commissioner Howard moved for consideration of Resolution No. 5258; Commissioner Clark seconded the motion. Mr. Brandon introduced Development Director Terry Galiney who presented Resolution No. 5258 to the Board and recommended adoption of the resolution. Mr. Galiney introduced Relocation Housing Coordinator Sven Koehler to the Board.

Resolution No. 5258 authorizes SHA to apply to HUD for disposition of all 41 units at the Jackson Park Village Apartments from the Public Housing Program, and to request Tenant Protection Vouchers as part of the disposition process. The building is in poor condition and is slated for redevelopment by SHA next year. SHA intends to replace all existing units as well as add additional affordable units at the site as part of that redevelopment. HUD approval will allow SHA to secure more suitable housing for the current residents now and to receive replacement vouchers that are financially more beneficial than public housing subsidies, which SHA can use to redevelop the site as

affordable housing for low-income households. The site will be transferred via long-term lease to an entity owned and controlled by SHA that will later undertake the redevelopment.

Several meetings were held to discuss resident relocation, with over 50 percent of residents attending and giving positive feedback on the disposition and redevelopment plans. Because the JPV is a family community, relocation planning is underway with the goal for relocation to span two summers to facilitate moves during school breaks (90% of the 41 households include children and over half of the 206 total residents are under the age of 18.)

After further discussion, Commissioner Purcell called for a vote. Resolution No. 5257 was approved among the members of the Board present at the time (6 yes; 0 no; 0 abstentions.)

#### Resolution Nos. 5259 – Yesler Site Disposition

Commissioner Clark moved for consideration of Resolution No. 5259; Commissioner Howard seconded the motion. Development Director Terry Galiney presented Resolution No. 5259 to the Board and recommended adoption of the resolution.

Resolution No. 5259 authorizes the Executive Director to apply to HUD for the disposition of approximately 0.63 acres at Yesler Terrace, designated for the development of a hotel. The land area represents the southwest portion of Block 7, located north of Yesler Way and east of I-5. The land is currently scheduled to be sold to YT Seattle LLC, an entity of Prospera Hotels, on May 31, 2023. This is the corporation's first entry into the Pacific Northwest, and they are excited and enthusiastic about building at Yesler.

After further discussion, Commissioner Purcell called for a vote. Resolution No. 5259 was approved among the members of the Board present at the time (6 yes; 0 no; 0 abstentions.)

#### Resolution Nos. 5260 – Resolution to Honor Shelly Yapp

Commissioner Howard moved for consideration of Resolution No. 5260; Commissioner Crutchfield seconded the motion. Board Chair Paul Purcell presented Resolution No. 5260 on behalf of the SHA Board and staff, recommending adoption of the resolution.

Mr. Purcell read the resolution aloud, to honor and thank Shelly Yapp for her years of service to the Seattle Housing Authority and to the community, expressing gratefulness for her incredible significant contributions to the organization and to the service of low-income residents of the City of Seattle.

Hearing no further discussion, Resolution No. 5260 was approved among the members of the Board present at the time (6 yes; 0 no; 0 abstentions) and met with a resounding round of applause from everyone in attendance. Many commissioners gave remarks and well wishes to Shelly on her retirement from SHA, as well.

### Rent Collections: Challenges & Strategy

Mr. Brandon introduced Housing Operations Director Dave Wellings, who then presented his PowerPoint on this topic to the Board.

Two times as many households owe rent now as compared to prior to the pandemic, nearly 1500 versus about 700 prior to the pandemic. Those debts are nearly three times larger than they were prior to the pandemic on average. Not knowing why, many of our peer organizations, both locally and nationally, are facing similar challenges. In fact, there may not be any one single reason at the root of this, but rather a combination of factors combining to create the current situation. Many households are continuing to struggle with the pandemic and with the economy. There was a long pause in lease enforcement, which probably reduced people's feeling of urgency to pay rent for some time. There also was a moratorium on evictions. SHA was doing nothing to collect rent other than sending out monthly rent statements. We believe that some residents may believe that there is more rent relief forthcoming, as SHA received a large amount of rent relief through the Emergency Rent Assistance Program, and it wiped the debts clear for many residents. But there may be some belief amongst some of SHA's residents that another round could be coming that if their unpaid rent piles up, there will be outside sources to pay it. At this point, it does not appear that this is true. Other suspected causes of lack of rent paying may be attributable to outstanding certifications for households with a decreased income, as well as residents out of practice of paying rent during and after the pandemic.

The current state of non-pay lease enforcement shows 165 households where all repayment agreements were paused during the pandemic and resumed in 2022; 31 percent were in default as of March 2023. 80 households with non-pay notices were paused during the pandemic and issuance was resumed in January 2023. Letters were

mailed to those with \$50+ in rent debt (1,504 households) in a low effort strategy to motivate indebted households to pay their rent. Progressive communication with at-risk residents was made via a phone call or in-person outreach one month before “warning” letter was issued, with that letter being issued one month prior to a notice being issued. Currently, there are 884 households with a rent debt of more than \$500, with 275 of these households receiving some type of progressive outreach. The total balance owing right now is about four times what it was prior to the pandemic. Typically, SHA would have receivables somewhere around \$500K, and currently it is over \$2M.

### SHA Annual Board Elections

Mr. Purcell presented the election of officers going forth from this meeting. He then entertained a motion for any commissioner who wants to volunteer to serve as the Chair or Vice-chair of the Board, or a motion to recommend a new slate of officers. Commissioner Crutchfield moved to re-elect the current officers to continue in their current roles; Commissioner Clark seconded the motion. Mr. Purcell clarified that the current officers pertained to him as the SHA Board Chair, and Commissioner Gerald Smiley as the SHA Board Vice-chair of the SHA Board of Commissioners. The motion 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 asked the Board to refer to the monthly departmental report for additional information on SHA news. He then informed the Board on recent trips to Washington D.C. with Intergovernmental Relations Director Lisa Wolters representing SHA at the House of Representative and Senate level regarding SHA’s Moving to Work (MTW) status. The program flexibility expires in 2028, so work has begun on a national level to address this and to make a push to get those currently sitting in Congress to act on it sooner, rather than later and closer to the expiration date. He and Ms. Wolters were fortunate enough to meet with Murray staff last month and they are ready to move forward with extending the MTW agreement, which was a huge surprise and relief. They asked for language to extend the current agreement and what language SHA would you like them to put into the 2024 Appropriations Bill. Currently, SHA, the industry and a small consortium of the industry is just strategizing on how to begin to mobilize other senators across the country to support this bill.

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 Smiley that the April 17 Regular Annual Session of the Board be adjourned. All commissioners present at the time (5) voted unanimously to adjourn at 6:40 p.m.

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Secretary-Treasurer