

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF SEATTLE
APRIL 20, 2020

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Regular Session on April 20, 2020, via teleconference. Board Chair Debbie Thiele called the meeting to order at 5:08 p.m. Kimberly Garrett performed a roll call for Board Commissioners in attendance. Commissioners present and absent were as follows:

Present: Debbie Thiele, Chair
 Dr. Paula Houston, Vice-chair
 Michael Diaz
 Gerald Smiley
 Robert Crutchfield
 Paul Purcell

Absent: Twyla Minor

Public Comment

None

Consent Agenda

Commissioner Thiele presented the Consent Agenda, which included approval of minutes for the Regular Board Meeting of March 16, 2020; the Regular Board Briefing of April 13, 2020; 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, 2020).

Commissioner Purcell moved to approve the Consent Agenda and the motion was then seconded by Commissioner Diaz. Hearing no questions or comments, Commissioner Thiele 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 No. 5188 – Pooled Refunding

Commissioner Diaz moved for consideration of Resolution No. 5188; Commissioner Crutchfield seconded the motion. Finance & Asset Management Director Jared Cummer presented Resolution No. 5188 to the Board and recommended adoption of the resolution.

Resolution No. 5188 authorizes the issuance of a private placement taxable bond with KeyBank in an amount not to exceed \$63 million for the purposes of refunding current agency debt and generating funds to address five-year capital needs at select properties. This resolution would replace Resolution No. 5186, which anticipated the issuance of two series of bonds (taxable and tax-exempt) through a public offering in an amount not to exceed \$82 million. There are two small changes of substance to the resolution due to timing: the need to adjust the payment dates reflected on the term sheets (instead of December and June, to May and November; and, to allow the Executive Director and SHA Board Chair to be able to sign manually, or in manual facsimile form once the resolution is signed and authorized. The interest rates are currently locked at 3.2%, which is a better than what was available the week before that when this resolution was presented.

Hearing no further discussion, Commissioner Thiele called for a vote. Resolution No. 5188 was approved unanimously among the members of the Board present at the time (6 yes; 0 no).

Resolution No. 5189 – Omnibus Executive Authorization

Commissioner Diaz moved for consideration of Resolution No. 5189; Commissioner Crutchfield seconded the motion. Mr. Lofton presented the resolution to the Board and recommended adoption of said resolution.

Resolution No. 5189 provides emergency authorization for the Executive Director to act on and/or respond to issues in a swift manner during the pandemic of COVID-19 (in light of the fast changing nature of the situation.) He will then report back to the board on a monthly basis regarding any such actions that were implemented during that time that may, or may not require Board action. Emergency authorization would be set to end after 180 days from presentation, and would require a return to the Board for an extension of such authorization, if needed.

Hearing no further discussion, Commissioner Thiele called for a vote. Resolution No. 5189 was approved unanimously among the members of the Board present at the time (6 yes; 0 no).

Annual Meeting: Election of Officers

Commissioner Debbie Thiele formally announced her resignation of Board Chair and expressed that she felt it a privilege and pleasure to serve the Board as Chair and to work with Executive Director Andrew Lofton in this capacity. Commissioner Thiele asked for a nomination from the Board for the position of Vice-chair. Commissioner Smiley nominated Commissioner Dr. Paula Houston to serve as Vice-chair; Commissioner Houston accepted the nomination. After calling for any other nominations, Commissioner Thiele called for a vote: **Dr. Houston's nomination** was approved unanimously among the members of the Board present at the time (6 yes; 0 no).

Commissioner Thiele then asked for a nomination from the Board for the position of Board Chair. Commissioner Crutchfield nominated Commissioner Purcell to serve as Chair; Commissioner Purcell accepted the nomination. After calling for any other nominations, Commissioner Thiele called for a vote: Commissioner Purcell nomination was approved unanimously among the members of the Board present at the time (6 yes; 0 no). Commissioner Purcell expressed that it was an honor serving under Commissioner Thiele and she has provided exemplary work and leadership as SHA Board Chair. The Board collectively thanked Commissioner Thiele, as well.

SHA Executive Director Report

Executive Director Andrew Lofton reminded the Board on the extensive presentation at the April 13 Board Briefing addressing the COVID-19 pandemic situation and asked for any follow up questions, or areas of the pandemic situation that the Board would like a deeper dive into. He then directed the Board to peruse the departmental reports for this month, which were reports specifically focused on their departmental efforts and actions, as well as collectively in the agency surrounding the Coronavirus pandemic.

Mr. Lofton expressed his pride in SHA staff for continuing to work within these difficult circumstances and making an extra effort to serve our residents and participants professionally and in a compassionate manner. Commissioner Purcell expressed that he was extremely impressed at how SHA staff and leadership have approached the pandemic situation and conveyed his appreciation for the efforts.

Commissioner Thiele then asked if there were any further questions or comments from staff, or from her colleagues on the Board. Hearing none, the April 20, 2020 Regular Session of the Board was adjourned at 5:49 p.m.

Secretary-Treasurer