



HYBRID MEETING OF THE BOARD OF COMMISSIONERS

**Monday, July 22, 2024
3:00 pm**

Webinar Meeting:

<https://kcha-org.zoom.us/j/83146683004>

Meeting ID: 831 4668 3004

Phone: (253) 215-8782



SPECIAL HYBRID MEETING OF THE BOARD OF COMMISSIONERS AGENDA

Monday, July 22, 2024 - 3:00 p.m.

King County Housing Authority – Snoqualmie Conference Room
700 Andover Park West, Tukwila, WA 98188

- I. Call to Order**
- II. Roll Call**
- III. Public Comment**
- IV. Approval of Minutes** **1**
 - A. Board Meeting Minutes – June 17, 2024
- V. Approval of Agenda**
- VI. Consent Agenda**
 - A. Voucher Certification Reports for May 2024 **2**
 - B. Resolution Number Corrections **3**
- VII. Resolutions for Discussion**
 - A. **Resolution No. 5770 –** **4**
Authorizing Expansion of the Housing Authority’s Partnership
with the Sedro-Woolley Housing Authority

B. Resolution No. 5771 – Authorizing the President/CEO to enter into an Interlocal Agreement with Washington School Information Processing Cooperative (WSIPC) to Utilize all Available Contracts	5
C. Resolution No. 5772 – A Resolution of the Board of Commissioners of the Housing Authority of the County of King Authorizing Disposition through Market Rate Land Sale of Six Scattered Site Residential Lots Adjacent to Greenbridge; and Determining Related Matters	6
D. Resolution No. 5773 - Authorizing an Increase in the Pay Schedules for Administrative and Building Trades Employees of 4.2% Effective August 10, 2024	7
VIII. Briefings & Reports	
A. 2024 Mid-Year Financial Forecast	8
B. First Quarter Executive Dashboard	9
IX. President/CEO Report	
X. KCHA in the News	10
XI. Commissioner Comments	
XII. Adjournment	

Members of the public who wish to give public comment: We are now accepting public comment during the meeting or written comments. Please send your requests for public comment to the Board Coordinator via email to kamir@kcha.org prior to the meeting date. If you have questions, please call 206-574-1206.

T
A
B

N
U
M
B
E
R

**MEETING MINUTES OF THE
KING COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
HYBRID MEETING**

Monday, June 17, 2024

I. CALL TO ORDER

The monthly meeting of the King County Housing Authority Board of Commissioners was held as a hybrid meeting on Monday, June 17, 2024. There being a quorum, the hybrid meeting was called to order by Chair Barnes at 3:01 p.m.

II. ROLL CALL

Present: Commissioner Doug Barnes (Chair) (via Zoom), Commissioner TerryLynn Stewart (via Zoom), Commissioner Richard Jackson (via Zoom) and Commissioner Regina Elmi (via Zoom)

Excused: Commissioner Richard Harmon

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – May 20, 2024

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the May 20, 2024, Meeting Minutes.

VI. APPROVAL OF AGENDA

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the June 17, 2024, hybrid Board of Commissioners' meeting agenda.

VII. CONSENT AGENDA

A. Voucher Certification Reports for April 2024

B. **Resolution 5766** – Creating the Partnership for the Trailhead Apartments Development.

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the June 17, 2024, hybrid Board of Commissioners' meeting consent agenda.

VIII. RESOLUTIONS FOR DISCUSSION

- C. **Resolution No. 5767** – Resolution Authorizing the Limited Redemption of Vacation Leave for Employees with Accrued Vacation Balances in Excess of 120 hours.

Tonya Harlan, Vice President of Human Resources explained the resolution.

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution 5767.

IX. PRESIDENT/CEO REPORT

Robin Walls, President/CEO gave news updates.

- There was an unfortunate incident in Shoreline at Northridge. We had a resident that was murdered by someone that lived on the property. The suspect was apprehended and is in custody. We had a community meeting with residents, it was a challenging meeting with the feedback. Northridge community is very close so many residents were well acquainted with the person that was murdered.
There is a heightened concern with juvenile violence. The suspect is a juvenile. We have engaged in a series of communication and enhanced security. As of now, we have increased security, we are working on a community alert system, more communication by KCHA Staff, and we will continue to engage with this community and have follow-up meetings on community issues.
- We also have a significant amount of voucher holders at Creston Point in Skyway and there was also a murder that happened there. It was a drive by shooting, the bullet went into a unit and hit a little girl. She was on life support, ended up passing away.
Former Commissioner Welch had also reached out and brought to our attention concerns he has been receiving regarding this property. We reached out to the owner, as we do not have ownership of this property. We will also be reaching out to this community with the assistance of Former Commissioner Welch to continue to have conversations.
The impact of violence in the community, and this is the beginning of summertime, is deeply concerning.

X. EXECUTIVE SESSION

A. (To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency (RCW 42.30.110 (1) (i)).)

3:16pm – Board meeting was suspended.

4:40pm – Board meeting was re-convened.

XI. KCHA IN THE NEWS

None.

XII. COMMISSIONER COMMENTS

None.

XIII. ADJOURNMENT

Chair Barnes adjourned the meeting at 4:40 p.m.

**THE HOUSING AUTHORITY OF THE
COUNTY OF KING, WASHINGTON**

DOUGLAS J. BARNES, Chair
Board of Commissioners

ROBIN WALLS
Secretary

T
A
B

N
U
M
B
E
R

2



To: Board of Commissioners
From: Mary Osier, Accounting Manager
Date: July 9, 2024
Re: **VOUCHER CERTIFICATION FOR MAY 2024**

I, Mary Osier, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claims represented by the vouchers listed below were just obligations of the Housing Authority of the County of King, and that I am authorized to authenticate and certify said claims.

 Mary Osier
 Accounting Manager
 July 9, 2024

Bank Wires / ACH Withdrawals		11,940,511.87
	<i>Subtotal</i>	11,940,511.87
Accounts Payable Vouchers		
Key Bank Checks - #351444-351982		6,599,868.58
Tenant Accounting Checks - #12148-12173		6,778.35
	<i>Subtotal</i>	6,606,646.93
Payroll Vouchers		
Checks - #93787-93820		53,874.43
Direct Deposit		2,423,860.43
	<i>Subtotal</i>	2,477,734.86
Section 8 Program Vouchers		
Checks - #649213-649740		588,202.09
ACH - #610109-612748		22,218,371.50
	<i>Subtotal</i>	22,806,573.59
Purchase Card / ACH Withdrawal		453,220.82
	<i>Subtotal</i>	453,220.82
	GRAND TOTAL	\$ 44,284,688.07

TO: THE BOARD OF COMMISSIONERS, HOUSING AUTHORITY OF
THE COUNTY OF KING, WASHINGTON

FROM: Wen Xu, Director of Asset Management

I, Wen Xu, do hereby certify under penalty of perjury that the claims represented by the wire transactions below were just, due, and unpaid obligations against the Housing Authority, and that I, and my designees, are authorized to authenticate and certify said claims.

Wen Xu

Date

Property	Wired to Operating Account for Obligations of Property			Notes:
	Date	Wire Transaction	Claim	
Bellepark	05/01/2024	\$ 14,755.96	AP & Payroll	
Hampton Greens	05/01/2024	\$ 44,124.70	AP & Payroll	
Kendall Ridge	05/01/2024	\$ 56,024.69	AP & Payroll	
Landmark	05/01/2024	\$ 25,859.90	AP & Payroll	
Riverstone	05/01/2024	\$ 52,431.28	AP & Payroll	
Woodside East	05/01/2024	\$ 28,000.38	AP & Payroll	
ALPINE RIDGE	05/02/2024	\$ 3,391.37	AP & Management fee & OCR	
ARBOR HEIGHTS	05/02/2024	\$ 6,888.64	AP & Management fee & OCR	
Aspen Ridge	05/02/2024	\$ 9,231.21	AP & Management fee & OCR	
Auburn	05/02/2024	\$ 13,511.14	AP & Management fee & OCR	
Carriage House	05/02/2024	\$ 28,647.69	AP & Management fee & OCR	
Carrington	05/02/2024	\$ 32,730.13	AP & Management fee & OCR	
CASCADIAN	05/02/2024	\$ 11,997.36	AP & Management fee & OCR	
Colonial Gardens	05/02/2024	\$ 7,306.17	AP & Management fee & OCR	
FAIRWOOD	05/02/2024	\$ 14,274.87	AP & Management fee & OCR	
HERITAGE PARK	05/02/2024	\$ 21,310.77	AP & Management fee & OCR	
LAURELWOOD	05/02/2024	\$ 16,560.29	AP & Management fee & OCR	
Meadows	05/02/2024	\$ 6,654.22	AP & Management fee & OCR	
Newporter	05/02/2024	\$ 30,498.22	AP & Management fee & OCR	
OVERLAKE	05/02/2024	\$ 35,780.90	AP & Management fee & OCR	
Parkwood	05/02/2024	\$ 9,607.29	AP & Management fee & OCR	
Pinewood Village	05/02/2024	\$ 8,203.00	AP & Management fee & OCR	
Plum Court	05/02/2024	\$ 8,553.86	AP & Management fee & OCR	
RAINIER VIEW I	05/02/2024	\$ 1,399.18	AP	
RAINIER VIEW II	05/02/2024	\$ 1,184.55	AP	
Salish	05/02/2024	\$ 11,156.28	AP & Management fee & OCR	
Sandpiper East	05/02/2024	\$ 34,776.43	AP & Management fee & OCR	
SI VIEW	05/02/2024	\$ 2,660.15	AP	

SOUTHWOOD SQUARE	05/02/2024	\$ 5,799.99	AP & Management fee & OCR
Sterling Ridge	05/02/2024	\$ 18,466.87	AP & Management fee & OCR
Tall Cedars	05/02/2024	\$ 7,359.81	AP
Timberwood	05/02/2024	\$ 17,497.13	AP & Management fee & OCR
Walnut Park	05/02/2024	\$ 18,573.31	AP & Management fee & OCR
WINDSOR HEIGHTS	05/02/2024	\$ 16,309.02	AP & Management fee & OCR
Woodridge Park	05/02/2024	\$ 14,039.45	AP & Payroll
Argyle	05/08/2024	\$ 37,945.12	AP & Payroll
Ballinger Commons	05/08/2024	\$ 249,255.99	AP & Payroll
Bellepark	05/08/2024	\$ 40,521.05	AP
Cottonwood	05/08/2024	\$ 29,956.53	AP & Payroll
Cove East	05/08/2024	\$ 54,798.16	AP & Payroll
Emerson	05/08/2024	\$ 46,213.58	AP & Payroll
GILMAN SQUARE	05/08/2024	\$ 71,673.13	AP & Payroll
Hampton Greens	05/08/2024	\$ 66,501.81	AP
Juanita View	05/08/2024	\$ 37,467.07	AP & Payroll
Kendall Ridge	05/08/2024	\$ 87,304.18	AP
Landmark	05/08/2024	\$ 25,245.49	AP
Meadowbrook	05/08/2024	\$ 60,301.66	AP & Payroll
NIA	05/08/2024	\$ 43,216.83	AP & Payroll
Riverstone	05/08/2024	\$ 38,763.00	AP
SALMON CREEK HOUSING LLC	05/08/2024	\$ 11,422.72	Manthly Bank fee
SALMON CREEK HOUSING LLC	05/08/2024	\$ 599.64	Manthly Bank fee
SALMON CREEK HOUSING LLC	05/08/2024	\$ 17,152.92	AP & Payroll
SEOLA CROSSING LLC	05/08/2024	\$ 47,506.85	AP & Payroll
SEOLA CROSSING LLC	05/08/2024	\$ 23,129.99	AP & Payroll
Surrey Downs	05/08/2024	\$ 68,898.85	AP & Payroll
Villages at South Station	05/08/2024	\$ 114,291.26	AP & Payroll
Woodside East	05/08/2024	\$ 40,620.99	AP & Payroll
ALPINE RIDGE	05/09/2024	\$ 7,526.89	AP & Payroll
ARBOR HEIGHTS	05/09/2024	\$ 24,766.47	AP & Payroll
Aspen Ridge	05/09/2024	\$ 22,557.57	AP & Payroll
Auburn	05/09/2024	\$ 26,084.78	AP & Payroll
Carriage House	05/09/2024	\$ 24,159.94	AP & Payroll
Carrington	05/09/2024	\$ 16,395.96	AP & Payroll
CASCADIAN	05/09/2024	\$ 73,528.00	AP & Payroll
Colonial Gardens	05/09/2024	\$ 10,247.23	AP & Payroll
Corinthian	05/09/2024	\$ 98,444.00	AP & Payroll
FAIRWOOD	05/09/2024	\$ 27,598.16	AP & Payroll
HERITAGE PARK	05/09/2024	\$ 16,199.85	AP & Payroll

LAURELWOOD	05/09/2024	\$ 14,718.95	AP & Payroll
Meadows	05/09/2024	\$ 13,273.52	AP & Payroll
Newporter	05/09/2024	\$ 20,477.75	AP & Payroll
OVERLAKE	05/09/2024	\$ 59,728.49	AP & Payroll
Parkwood	05/09/2024	\$ 14,590.35	AP & Payroll
Pinewood Village	05/09/2024	\$ 13,955.10	AP & Payroll
Plum Court	05/09/2024	\$ 58,017.30	AP & Payroll
RAINIER VIEW I	05/09/2024	\$ 22,367.22	AP
RAINIER VIEW II	05/09/2024	\$ 14,261.86	AP
Salish	05/09/2024	\$ 30,201.51	AP & Payroll
Sandpiper East	05/09/2024	\$ 22,444.30	AP & Payroll
SI VIEW	05/09/2024	\$ 12,395.68	AP
SOUTHWOOD SQUARE	05/09/2024	\$ 15,009.69	AP & Payroll
Sterling Ridge	05/09/2024	\$ 21,249.51	AP & Payroll
Tall Cedars	05/09/2024	\$ 8,622.88	AP
Timberwood	05/09/2024	\$ 22,838.26	AP & Payroll
Vashon Terrace	05/09/2024	\$ 11,209.90	AP
Walnut Park	05/09/2024	\$ 25,410.98	AP & Payroll
WINDSOR HEIGHTS	05/09/2024	\$ 79,896.03	AP & Payroll
Woodridge Park	05/09/2024	\$ 42,850.13	AP & Payroll
Bellepark	05/15/2024	\$ 41,443.86	AP & Payroll
Hampton Greens	05/15/2024	\$ 25,829.23	AP & Payroll
Kendall Ridge	05/15/2024	\$ 36,719.10	AP & Payroll
Landmark	05/15/2024	\$ 73,216.94	AP & Payroll
Riverstone	05/15/2024	\$ 41,969.14	AP & Payroll
Tall Cedars	05/15/2024	\$ 2,509.46	AP & Payroll
Woodside East	05/15/2024	\$ 19,098.85	AP & Payroll
ALPINE RIDGE	05/16/2024	\$ 285.73	AP
ARBOR HEIGHTS	05/16/2024	\$ 14,175.82	AP
Aspen Ridge	05/16/2024	\$ 5,066.22	AP
Auburn	05/16/2024	\$ 12,457.96	AP
Carriage House	05/16/2024	\$ 6,281.40	AP
Carrington	05/16/2024	\$ 4,699.59	AP
CASCADIAN	05/16/2024	\$ 13,601.37	AP
Colonial Gardens	05/16/2024	\$ 12,350.77	AP
FAIRWOOD	05/16/2024	\$ 2,308.82	AP
HERITAGE PARK	05/16/2024	\$ 329.88	AP
LAURELWOOD	05/16/2024	\$ 20,067.38	AP
Meadows	05/16/2024	\$ 8,452.12	AP
Newporter	05/16/2024	\$ 6,141.62	AP

OVERLAKE	05/16/2024	\$ 48,828.15	AP
Parkwood	05/16/2024	\$ 15,412.03	AP
Pinewood Village	05/16/2024	\$ 8,641.96	AP
Plum Court	05/16/2024	\$ 21,567.18	AP
RAINIER VIEW I	05/16/2024	\$ 5,639.03	AP
RAINIER VIEW II	05/16/2024	\$ 4,343.55	AP
Salish	05/16/2024	\$ 7,705.37	AP
Sandpiper East	05/16/2024	\$ 23,108.32	AP
SI VIEW	05/16/2024	\$ 1,029.95	AP
SOUTHWOOD SQUARE	05/16/2024	\$ 8,083.13	AP
Sterling Ridge	05/16/2024	\$ 32,858.06	AP
Vashon Terrace	05/16/2024	\$ 5,662.41	AP
Walnut Park	05/16/2024	\$ 49,066.03	AP
WINDSOR HEIGHTS	05/16/2024	\$ 20,547.70	AP
Woodridge Park	05/16/2024	\$ 22,462.18	AP
ARBOR HEIGHTS	05/20/2024	\$ 893.00	AP
Sterling Ridge	05/20/2024	\$ 27,348.91	AP
Argyle	05/22/2024	\$ 92,334.18	AP & Payroll
Ballinger Commons	05/22/2024	\$ 151,299.71	AP & Payroll
Bellepark	05/22/2024	\$ 64,266.78	AP
Emerson	05/22/2024	\$ 96,060.36	AP & Payroll
GILMAN SQUARE	05/22/2024	\$ 26,057.52	AP & Payroll
Hampton Greens	05/22/2024	\$ 125,862.16	AP
Kendall Ridge	05/22/2024	\$ 45,313.00	AP
Landmark	05/22/2024	\$ 8,988.87	AP
Meadowbrook	05/22/2024	\$ 91,166.17	AP & Payroll
Riverstone	05/22/2024	\$ 20,314.74	AP
Surrey Downs	05/22/2024	\$ 37,302.28	AP & Payroll
Villages at South Station	05/22/2024	\$ 85,648.79	AP & Payroll
Woodside East	05/22/2024	\$ 14,971.44	AP
ALPINE RIDGE	05/23/2024	\$ 10,476.77	AP & Payroll
ARBOR HEIGHTS	05/23/2024	\$ 30,528.10	AP & Payroll
Aspen Ridge	05/23/2024	\$ 35,815.49	AP & Payroll
Auburn	05/23/2024	\$ 40,879.73	AP & Payroll
Carriage House	05/23/2024	\$ 49,107.76	AP & Payroll
Carrington	05/23/2024	\$ 12,579.50	AP & Payroll
CASCADIAN	05/23/2024	\$ 29,644.59	AP & Payroll
Colonial Gardens	05/23/2024	\$ 17,944.58	AP & Payroll
Cottonwood	05/23/2024	\$ 14,689.62	AP & Payroll
Cove East	05/23/2024	\$ 42,380.81	AP & Payroll

FAIRWOOD	05/23/2024	\$ 52,612.18	AP & Payroll
HERITAGE PARK	05/23/2024	\$ 16,922.45	AP & Payroll
Juanita View	05/23/2024	\$ 17,955.06	AP & Payroll
LAURELWOOD	05/23/2024	\$ 16,548.00	AP & Payroll
Meadows	05/23/2024	\$ 21,663.95	AP & Payroll
Newporter	05/23/2024	\$ 44,052.70	AP & Payroll
NIA	05/23/2024	\$ 24,420.09	AP & Payroll
OVERLAKE	05/23/2024	\$ 38,717.73	AP & Payroll
Parkwood	05/23/2024	\$ 10,079.81	AP & Payroll
Pinewood Village	05/23/2024	\$ 29,138.70	AP & Payroll
Plum Court	05/23/2024	\$ 19,638.91	AP & Payroll
RAINIER VIEW I	05/23/2024	\$ 3,740.85	AP
RAINIER VIEW II	05/23/2024	\$ 2,257.49	AP
Salish	05/23/2024	\$ 23,242.54	AP & Payroll
SALMON CREEK HOUSING LLC	05/23/2024	\$ 48,198.71	AP & Payroll
Sandpiper East	05/23/2024	\$ 39,359.58	AP & Payroll
SEOLA CROSSING LLC	05/23/2024	\$ 47,446.35	AP & Payroll
SEOLA CROSSING LLC	05/23/2024	\$ 27,415.27	AP & Payroll
SI VIEW	05/23/2024	\$ 354.87	AP
SOUTHWOOD SQUARE	05/23/2024	\$ 18,868.16	AP & Payroll
Sterling Ridge	05/23/2024	\$ 39,553.51	AP & Payroll
Tall Cedars	05/23/2024	\$ 12,881.38	AP & Payroll
Timberwood	05/23/2024	\$ 100,759.03	AP & Payroll
Vashon Terrace	05/23/2024	\$ 3,345.86	AP
Walnut Park	05/23/2024	\$ 34,479.02	AP & Payroll
WINDSOR HEIGHTS	05/23/2024	\$ 45,103.02	AP & Payroll
Woodridge Park	05/23/2024	\$ 19,858.92	AP & Payroll
Bellepark	05/29/2024	\$ 5,216.00	AP
Hampton Greens	05/29/2024	\$ 50,164.02	AP
Kendall Ridge	05/29/2024	\$ 40,058.13	AP
Landmark	05/29/2024	\$ 705.67	AP
Riverstone	05/29/2024	\$ 28,140.91	AP
Woodside East	05/29/2024	\$ 13,898.29	AP
ALPINE RIDGE	05/30/2024	\$ 15,383.47	AP & Management fee & OCR
ARBOR HEIGHTS	05/30/2024	\$ 13,582.68	AP & Management fee & OCR
Aspen Ridge	05/30/2024	\$ 5,248.88	AP & Management fee & OCR
Auburn	05/30/2024	\$ 20,620.58	AP & Management fee & OCR
Bellepark	05/30/2024	\$ 8,022.54	Payroll
Carriage House	05/30/2024	\$ 10,525.43	AP & Management fee & OCR
Carrington	05/30/2024	\$ 18,732.15	AP & Management fee & OCR

CASCADIAN	05/30/2024	\$ 16,428.88	AP & Management fee & OCR	
Colonial Gardens	05/30/2024	\$ 15,741.38	AP & Management fee & OCR	
FAIRWOOD	05/30/2024	\$ 45,674.96	AP & Management fee & OCR	
Hampton Greens	05/30/2024	\$ 17,156.96	Payroll	
HERITAGE PARK	05/30/2024	\$ 5,713.49	AP & Management fee & OCR	
Kendall Ridge	05/30/2024	\$ 16,260.03	Payroll	
Landmark	05/30/2024	\$ 15,955.91	Payroll	
LAURELWOOD	05/30/2024	\$ 19,961.19	AP & Management fee & OCR	
Meadows	05/30/2024	\$ 7,625.46	AP & Management fee & OCR	
Newporter	05/30/2024	\$ 30,158.50	AP & Management fee & OCR	
OVERLAKE	05/30/2024	\$ 29,757.97	AP & Management fee & OCR	
Parkwood	05/30/2024	\$ 7,805.15	AP & Management fee & OCR	
Pinewood Village	05/30/2024	\$ 8,047.21	AP & Management fee & OCR	
Plum Court	05/30/2024	\$ 36,492.17	AP & Management fee & OCR	
RAINIER VIEW I	05/30/2024	\$ 747.65	AP	
RAINIER VIEW II	05/30/2024	\$ 1,645.66	AP	
Riverstone	05/30/2024	\$ 21,635.28	Payroll	
Salish	05/30/2024	\$ 24,441.34	AP & Management fee & OCR	
Sandpiper East	05/30/2024	\$ 25,893.79	AP & Management fee & OCR	
SI VIEW	05/30/2024	\$ 3,829.92	AP	
SOUTHWOOD SQUARE	05/30/2024	\$ 5,243.52	AP & Management fee & OCR	
Sterling Ridge	05/30/2024	\$ 40,053.70	AP & Management fee & OCR	
Timberwood	05/30/2024	\$ 32,735.59	AP & Management fee & OCR	
Vashon Terrace	05/30/2024	\$ 168.76	AP	
Walnut Park	05/30/2024	\$ 16,836.72	AP & Management fee & OCR	
WINDSOR HEIGHTS	05/30/2024	\$ 33,931.08	AP & Management fee & OCR	
Woodridge Park	05/30/2024	\$ 39,726.38	Payroll	
Woodside East	05/30/2024	\$ 18,388.19	AP & Management fee & OCR	
Total	216 Wires	\$ 6,040,186.19		

T
A
B

N
U
M
B
E
R

3



To: Board of Commissioners

From: Kami Robinson, Executive Assistant to the CEO

Date: July 17, 2024

Re: Resolution number corrections.

Starting in December 2023, there were a couple of Resolutions that were not on the agenda's which caused the numbering to be duplicated with different titles.

The attached chart is the correction of how to fix the numbering of the Resolutions from December 2023 to current and move forward with corrections.

Renumbering Resolutions

Resolution No. Current

Board Approved Should be Reso:

5762	Authorizing Approval of the Comprehensive Operating and Capital Budget for Calendar Year Beginning January 1, 2024	12/19/2023	5762	No Change
5762	Recognizing the Dedicated Service of Commissioner John Welch Throughout his Tenure on the Board of Commissioners of the King County Housing Authority from 2015 through 2023 and Expressing the Appreciation of Board members and Staff of the Housing Authority	2/20/2024	5764	
5763	Authorizing Payment of a Retention and Accomplishment Incentive for the Executive Director for Calendar Year 2023 and a Base Salary Increase	12/19/2023	5763	No Change
5763	Adoption of Economic Adjustments of Represented Staff Related to New 3-Year Contract with Seattle Building Trades	2/20/2024	5765	
5764	A Resolution of the Housing Authority of King County Relating to Personnel Matters: Establishing Retention and Accomplishment Incentive Payment and Performance Goals for the President/CEO for Calendar Year 2024; and, Setting Alternative Travel Allowance Process	4/15/2024	5766	
5765	Amending the Bylaws of the Housing Authority of the County of King	5/20/2024	5767	
5766	A RESOLUTION of the Board of Commissioners of the Housing Authority of the County of King providing for the formation of a limited liability limited partnership of which the Authority will be the sole general partner in connection with the acquisition, construction, equipping, and operation of a residential rental housing project to be located at 1550 Newport Way NW, Issaquah, Washington, and to approve, execute and deliver documents relating to the Trailhead development including, but not limited to, predevelopment loan documents and development documents.	6/17/2024	5768	
5767	Resolution Authorizing the Limited Redemption of Vacation Leave for Employees with Accrued Vacation Balances in Excess of 120 Hours	6/17/2024	5769	

Finalized List with correct Resolution Numbers:

5762	Authorizing Approval of the Comprehensive Operating and Capital Budget for Calendar Year Beginning January 1, 2024
5763	Authorizing Payment of a Retention and Accomplishment Incentive for the Executive Director for Calendar Year 2023 and a Base Salary Increase
5764	Recognizing the Dedicated Service of Commissioner John Welch Throughout his Tenure on the Board of Commissioners of the King County Housing Authority from 2015 through 2023 and Expressing the Appreciation of Board members and Staff of the Housing Authority
5765	Adoption of Economic Adjustments of Represented Staff Related to New 3-Year Contract with Seattle Building Trades
5766	A Resolution of the Housing Authority of King County Relating to Personnel Matters: Establishing Retention and Accomplishment Incentive Payment and Performance Goals for the President/CEO for Calendar Year 2024; and, Setting Alternative Travel Allowance Process
5767	Amending the Bylaws of the Housing Authority of the County of King
5768	A RESOLUTION of the Board of Commissioners of the Housing Authority of the County of King providing for the formation of a limited liability limited partnership of which the Authority will be the sole general partner in connection with the acquisition, construction, equipping, and operation of a residential rental housing project to be located at 1550 Newport Way NW, Issaquah, Washington, and to approve, execute and deliver documents relating to the Trailhead development including, but not limited to, predevelopment loan documents and development documents.
5769	Resolution Authorizing the Limited Redemption of Vacation Leave for Employees with Accrued Vacation Balances in Excess of 120 Hours

T
A
B

N
U
M
B
E
R

4



To: Board of Commissioners

From: Anneliese Gryta, Executive Vice President of Housing Operations

Date: June 30, 2024

Re: Resolution No 5770: Authorizing KCHA to enter into partnership with the Sedro-Woolley Housing Authority to form a Regional Moving to Work (MTW) Agency

On April 7, 2023, HUD issued PIH Notice 2023-08 to clarifying HUD policies, Federal statutes and regulations as they apply to regionalization implemented under the Moving to Work (MTW) demonstration program. In addition, the Notice provided a process through which an MTW Agency may partner with other PHA's to form a Regional MTW Agency under one of two Options.

PIH Notice 2023-08 provides opportunity for KCHA to increase program efficiency by partnering with the Sedro-Woolley Housing Authority to create a Regional MTW Agency. KCHA currently oversees administrative and operational management of SWHA's 80-unit public housing inventory under a long-standing management agreement with SWHA. However, because SWHA is a non-MTW Agency, its program policies and procedures must follow all HUD policies, Federal statutes and regulations. As demonstrated through SWHA's recent HUD Management Review, simultaneously operating separate PHAs with significantly different program rules, policies and procedures can be inefficient. PIH Notice 2023-08 provides opportunity to address identified issues and strengthen KCHA and SWHA's operations.

Establishing a Regional MTW Agency under Option 2 as detailed in the PIH Notice - with KCHA serving as the MTW Agency lead and SWHA as a Partner Agency - allows SWHA to retain its own unique identity while gaining access to the administrative flexibilities (i.e. statutory and regulatory waivers, but not fiscal fungibility) granted KCHA. As a result, the public housing operations of both agencies will operate, where practical, under the same set of policies and procedures. Staff anticipates this structure will increase operational efficiency to the benefit of both KCHA and SWHA.

PIH Notice 2023-08 requires Board approval prior to submission of KCHA and SWHA's application to HUD for approval to form a Regional MTW Agency.

Staff recommends approval of Resolution No.5770 as described herein.

THE HOUSING AUTHORITY OF THE COUNTY OF KING
RESOLUTION NO. 5770
AUTHORIZING EXPANSION OF THE HOUSING AUTHORITY'S
PARTNERSHIP WITH THE SEDRO-WOOLLEY HOUSING AUTHORITY

WHEREAS, the King County Housing Authority (KCHA) is a Public Housing Authority (PHA) operating under an ACC with the Department of Housing and Urban Development (HUD) with designation as a participant in the Moving to Work (MTW) program; and

WHEREAS, on April 7, 2023, HUD issued PIH Notice 2023-08 to (1) clarify HUD policies, Federal statutes and regulations that apply to regionalization implemented under the Moving to Work (MTW) program, and (2) provide a process through which an MTW Agency may partner with other PHA's to form a Regional MTW Agency; and

WHEREAS, KCHA currently partners with the Sedro-Woolley Housing Authority (SWHA) under a management contract providing administrative and operational support for SWHA's 80-unit public housing inventory; and

WHEREAS, expanding the partnership between KCHA and SWHA to create a Regional MTW Agency for which KCHA will serve as the lead Agency and SWHA as a Partner Agency will allow extension of KCHA's MTW administrative flexibilities through Option 2 detailed in PIH Notice 2023-08 (i.e. statutory and regulatory waivers, but not fiscal fungibility) to SWHA's jurisdiction; and

WHEREAS, extension of MTW administrative flexibilities in this manner will serve to increase housing choice, operational efficiency and resident economic self-sufficiency in the region to the benefit of both PHAs and the communities they serve;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING; as follows:

- (1.) The Board of Commissioners approves actions necessary to expand the partnership between KCHA and SWHA to establish a Regional MTW Agency under Option 2 as detailed in PIH Notice 2023-08; and
- (2.) Authorizes the President/CEO to enter into a Management Agreement with SWHA on behalf of KCHA that meets the requirements of PIH Notice 2023-08.

ADOPTED AT A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC MEETING THIS 22nd DAY OF JULY, 2024.

**THE HOUSING AUTHORITY OF THE
COUNTY OF KING, WASHINGTON**

DOUG BARNES, Chair
Board of Commissioners

ROBIN WALLS
Secretary-Treasurer

T
A
B

N
U
M
B
E
R



To: Board of Commissioners

From: Ponha Lim, Vice President of Safety and Security

Date: June 30, 2024

Re: **Resolution No. 5771:** Interlocal Agreement with Washington School Information Processing Cooperative (WSIPC)

Resolution No. 5771 authorizes KCHA to enter into an interlocal purchasing agreement with the Washington Schools Information Processing Cooperative (WSIPC). Leveraging the WSIPC program includes a network of vetted vendor partners offering competitively bid goods and services at a reasonable cost. The proposed interlocal agreement will allow KCHA to piggyback upon existing and future WSIPC contracts - leveraging their resources to streamline KCHA's procurement of needed goods and services.

Each vendor in the WSIPC purchasing program has been awarded a bid contract through an official RFP competitive bid process in compliance with Washington State regulations. Staff review indicates the process meets or exceeds the minimum standards required of the federal program regulations under which KCHA operates. As KCHA expands its security initiatives, utilizing the WSIPC program with vendors that can provide facilities, personal protective equipment, and physical security solutions will assist KCHA in obtaining resources in an efficient, financially responsible manner.

KCHA's Procurement Policy requires Board approval to enter into the attached Interlocal Agreement.

Staff recommends approval of Resolution 5771, effective immediately,

THE HOUSING AUTHORITY OF THE COUNTY OF KING

RESOLUTION NO. 5771

**AUTHORIZING THE PRESIDENT/CEO TO ENTER INTO AN INTERLOCAL
AGREEMENT WITH WASHINGTON SCHOOL INFORMATION
PROCESSING COOPERATIVE (WSIPC) TO UTILIZE ALL AVAILABLE
CONTRACTS**

WHEREAS, federal and state procurement regulations (i.e. 2 CFR 200.318(e), RCW 39.26 and RCW 39.34) authorize public agencies, through the form of interlocal agreements, to exercise their joint powers for procurement of goods and services in order to promote greater economy and savings; and

WHEREAS, in accordance with these regulations, KCHA routinely enters into Intergovernmental Cooperative Purchasing Agreements with other public agencies to reduce the cost of contracts and supplies; and

WHEREAS, KCHA seeks to enter into such agreement with the Washington School Information Processing Cooperative (WSIPC) - a Cooperative connecting education and public agencies to a network of technology partners; and

WHEREAS, review by KCHA has shown WSIPC uses open and competitive procurement policies that are substantially the same as KCHA's and meet the requirements of federal and state regulations under which KCHA operates; and

WHEREAS, WSIPC is willing to enter into an Intergovernmental Cooperative Purchasing Agreement allowing KCHA to piggyback on their existing contracts; and

WHEREAS, entering such Agreement will benefit KCHA by leveraging the power of the WSIPC Cooperative to obtain competitively bid goods and services at a reasonable cost and streamlining procurement of such goods and services.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING:

The President/CEO is hereby authorized to enter into an Intergovernmental Cooperative Purchasing Agreement with the WSIPC in the form attached.

ADOPTED AT A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC MEETING THIS 22nd DAY OF JULY, 2024.

**THE HOUSING AUTHORITY OF THE
COUNTY OF KING, WASHINGTON**

Doug Barnes, Chair
Board of Commissioners

Robin Walls
President/CEO

T
A
B

N
U
M
B
E
R

6



TO: Board of Commissioners

FROM: John Eliason

DATE: July 12, 2024

RE: **Resolution No. 5772** - Authorizing sale of six scattered site lots adjacent to Greenbridge to Conner Homes or a Conner Homes affiliate.

Resolution No. 5772 authorizes KCHA to sell six scattered site lots it owns near Greenbridge to Conner Homes or a Conner Homes affiliate. A map is attached showing the location of the six scattered site lots.

Background

During the early redevelopment of Greenbridge, in an effort to improve the overall area, KCHA acquired six scattered site lots adjacent to the Greenbridge subdivision. The lots had houses or mobile homes on them which were in poor condition and a number of these homes were known locations for on-going illegal and nefarious activities. KCHA abated and demolished the homes and has maintained the lots by cutting the grass and keeping them clean. The lots are adjacent to the Greenbridge subdivision but are not controlled by the Greenbridge Association. There were no federal funds used in the acquisition of these lots and therefore no disposition approval is required from HUD for the sale of the lots.

Offering

Staff placed the lots on the market on April 22, 2024. The lots were advertised in the local Daily Journal of Commerce and the Seattle Times, and the offering package included survey, title reports and appraisal for review by perspective buyers. The lots were marketed without a broker to avoid associated brokerage fees, similar to the marketing for the bulk parcel sales at Greenbridge.

Three area builders showed interest in the offering and one proposal was ultimately received from Conner Homes. Conner Homes is currently building at Greenbridge and has a demonstrated successful home building and home sale program. Staff have reviewed the proposal and found that all criteria in KCHA's sale offering were met, including meeting the appraisal price of \$1,785,000.

Additional Potential Density

Over the last couple of years, staff has worked with King County to develop the North Highline Area Plan that included increases in zoning. Staff delayed offering the lots for sale until this new zoning was in place, which occurred at the end of last year. The approved plan increased the zoning of the lots from R-6 to R-12 for the two lots on 8th Avenue SW and to R-18 for the two lots on 5th Avenue SW and the two lots on SW 102nd Street. The Conner Homes proposal provides for 17 attached homes ranging in square footage from 1,280 to 2,225 square feet. Without the changes in zoning, only six single-family homes would have been possible on these lots. Conner Homes will continue to refine their plan for the lots through the feasibility stage set out in the purchase and sale agreement.

Design Standards

Although the lots are not part of the Greenbridge subdivision, the sale offering included a condition that future construction comply with the Greenbridge Design Guidelines. These standards will ensure that the homes constructed will match the overall character of the master planned and mixed income community of Greenbridge. Conner Homes has confirmed that they will abide by the design guidelines.

Status of Negotiations and Execution of the Purchase Agreement

A purchase and sale agreement between Conner Homes and KCHA was entered into in early July. Conner will have 90 days to complete its feasibility and waive the due diligence contingency prior to committing to the sale. The purchase and sale agreement is also contingent upon approval of the transaction by KCHA's Board of Commissioners.

Potential Impediments to Sale

Risk & Mitigation

(Risk) The primary risk to KCHA is the possibility that Conner Homes could determine that the lots are unsuitable for acquisition based on any concerns identified during its feasibility process which is 90-days from the mutual acceptance of the purchase and sale agreement.

Another risk is that Conner Homes could find an unknown condition with the lots that requires additional work. In this case the purchase price may need to be renegotiated or adjusted to account for an unforeseen condition.

(Mitigation) In either case, KCHA would negotiate a reduced purchase price or elect to continue to retain ownership of the property.

Recommendation

Staff recommends approval of Resolution No. 5772 authorizing the sale of these six vacant parcels to Conner Homes (or an affiliate entity of Conner Homes).



LEGEND

- PINK - INDICATES HOUSING AUTHORITY
- GREEN - OPEN SPACE - INDICATES HOUSING AUTHORITY
- ORANGE - STORM DRAINAGE FACILITY - INDICATES STORM WATER SERVICES

Property Offering

THE HOUSING AUTHORITY OF THE COUNTY OF KING

RESOLUTION NO. 5772

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AUTHORIZING DISPOSITION THROUGH MARKET RATE LAND SALE OF SIX SCATTERED SITE RESIDENTIAL LOTS ADJACENT TO GREENBRIDGE; AND DETERMINING RELATED MATTERS

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING, as follows:

Section 1. The Board of Commissioners (the “Board”) of the Housing Authority of the County of King (the “Authority”) finds and determines that:

(a) The Authority seeks to encourage the provision of long-term housing for low-income persons residing within King County, Washington (the “County”).

(b) The Authority is authorized by the Housing Authorities Law (chapter 35.82 RCW) to, among other things: (i) “prepare, carry out, acquire, lease and operate housing projects; to provide for the construction, reconstruction, improvement, alteration or repair of any housing project or any part thereof” (RCW 35.82.070(2)); (ii) “. . .sell, lease, exchange, transfer, assign, pledge, or dispose of any real or personal property or any interest therein”; (iii) “make and execute contracts and other instruments” (RCW 35.82.070(1)); and (iv) “delegate to one or more of its agents or employees such powers or duties as [the Authority] may deem proper” (RCW 35.82.040). The phrase “housing project” is defined by RCW 35.82.020 to include, among other things, “any work or undertaking . . . to provide decent, safe and sanitary urban or rural dwellings, apartments, mobile home parks or other living accommodations for persons of low income.”

(c) The Authority owns six scattered site vacant residential lots adjacent to Greenbridge on SW 102nd Street, 5th Avenue SW, and 8th Avenue SW, with the following parcel numbers: 0623049238, 0623049392, 7973201740, 7973201735, 7973201730, and 7973201715 (collectively, the “Property”).

(d) The Authority worked with King County to update the North Highline Area plan to increase zoning density for the area in which the Property is located.

(e) The Authority waited to dispose of the Property until the North Highline Area Plan that includes increases in density was complete.

(f) The Authority publicly advertised the sale of the Property and received purchase offer from Conner Homes of \$1,785,000, which was determined to be the fair market value of the Property as determined by a Washington State certified appraiser, and which offer otherwise satisfied requirements in the offering documents.

(g) The Authority entered into a purchase and sale agreement (the “Purchase and Sale Agreement”) with Conner Homes, providing for the sale of the Property to Conner Homes or its designated affiliate (the “Buyer”), and the Authority’s obligations under the Purchase and Sale Agreement are contingent upon approval by the Board.

(h) The consideration offered by the Buyer is not less than the fair market value of the Property, it is in the best interests of the Authority to accept Buyer’s offer to purchase the Property, and the Board wishes to ratify the negotiation, execution and delivery of the Purchase and Sale Agreement.

Section 2. The Authority’s President/Chief Executive Officer is hereby delegated the discretionary authority to convey the Property to the Buyer for a price of \$1,785,000, which may be subject to adjustment as set forth in this Section. The negotiation, execution, and delivery of the Purchase and Sale Agreement is hereby ratified and confirmed by the Board. The Board authorizes and directs the Authority’s President/Chief Executive Officer to cause the Authority to fulfill the Authority’s duties and obligations under this resolution and the Purchase and Sale Agreement. The Authority’s President/Chief Executive Officer, Executive Vice President of Administration/Chief Administrative Officer, Senior Vice President of Development and Asset Management, and each of them acting alone (collectively, the “Authorized Officers” and each, an “Authorized Officer”) are granted the discretionary authority to approve a reduction or offset in purchase price set forth above if such Authorized Officer determines such adjustment is necessary or appropriate, including, without limitation, in order to cause the Buyer to waive conditions to its obligations to purchase the Property. The Authorized Officers, and each of them acting alone, are granted the discretionary authority to negotiate, execute and deliver amendments and supplements to the Purchase and Sale Agreement, including without limitation, to reflect reductions in the purchase price. In connection with such conveyance, the Board hereby authorizes each Authorized Officer to take any and all actions necessary to dispose of the Property in accordance with this resolution.

Section 3. The Authorized Officers, and each of them acting alone, are authorized to negotiate, execute, and deliver all contracts, agreements, certifications or other instruments required by the Purchase and Sale Agreement or otherwise necessary and/or appropriate in connection with the Authority’s disposition of the Property pursuant to this resolution.

Section 4. The Authority is authorized to expend such funds as are necessary to pay for all costs relating to the actions authorized by this resolution. Each Authorized Officer is authorized to take such further actions including, but not limited to, the execution, delivery and, if applicable, filing (or to cause to be executed, delivered and, if applicable, filed), on behalf of the Authority, of any government forms, affidavits, certificates, letters, documents, agreements and instruments that such officer determines to be necessary or advisable to give effect to this resolution and to consummate the transactions contemplated herein.

Section 5. Any action required or authorized by this resolution to be taken by the President/Chief Executive Officer may, in the absence of such person, be taken by the Executive Vice President of Administration/Chief Administrative Officer or Executive Vice President of Housing Operations/Chief Operations Officer of the Authority.

Section 6. Notwithstanding any other Authority resolution, rule, policy, or procedure, the Authorized Officers, and each of them acting alone, are authorized to create, accept, execute, send, use, and rely upon such tangible medium, manual, facsimile, or electronic documents, records and signatures under any security procedure or platform, as in such Authorized Officer’s judgment may be necessary or desirable to give effect to this resolution and to consummate the transactions contemplated herein.

Section 7. While the titles of and parties to the documents described herein may change, no change to such titles or parties shall affect the authority conferred by this resolution to execute, deliver, file (if required), enforce, and perform the documents in their final form.

Section 8. Any actions of the Authority or its officers and employees prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

Section 9. This resolution shall be in full force and effect from and after its adoption and approval.

ADOPTED AT A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC MEETING THIS 22nd DAY OF JULY, 2024.

**HOUSING AUTHORITY OF THE
COUNTY OF KING, WASHINGTON**

By: _____
DOUGLAS J. BARNES, Chair
Board of Commissioners

ATTEST:

ROBIN WALLS
President/CEO and Secretary-Treasurer

CERTIFICATE

I, the undersigned, the duly chosen, qualified and acting President/Chief Executive Officer and Secretary-Treasurer of the Housing Authority of the County of King (the “Authority”), and keeper of the records of the Authority, CERTIFY:

1. That the foregoing Resolution No. 5772 (the “Resolution”) is a true and correct copy of the resolution of the Board of Commissioners of the Authority as adopted at a special meeting of the Authority held at the Authority’s principal location on July 22, 2024 (the “Meeting”), and duly recorded in the minute books of the Authority;

2. That in accordance with RCW 42.30.080, the public was notified of the Meeting via the Authority’s website and email to stakeholders;

3. That in accordance with RCW 42.30.030(2), in addition to allowing in-person attendance and participation, one or more options were provided for the public to attend and participate in the Meeting remotely through real-time telephonic, electronic, internet, or other readily available means of remote access that do not require an additional cost to access the Meeting; and

4. That Meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of the Meeting was given; that a quorum was present throughout the Meeting, and a majority of the members of the Board of Commissioners of the Authority present at the Meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed; and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 22nd day of July, 2024.

Robin Walls
Secretary-Treasurer and President/Chief
Executive Officer of the Authority

T
A
B

N
U
M
B
E
R



To: Board of Commissioners

From: Therese Ross, Assistant Vice President of Human Resources

Date: July 12, 2024

Re: Resolution 5773: Authorizing changes to the Administrative and Building Trades pay schedules of 4.2% effective August 10, 2024

Executive Summary

Resolution No. 5773 authorizes a 4.2% increase in salaries for both administrative employees and employees represented by the Seattle Building Trades Union, equaling 100% of the Consumer Price Index for Clerical Workers (CPI-W HALF1) for the Seattle-Tacoma area.

Background

The King County Housing Authority has historically awarded a Cost-of-Living Adjustment (COLA) on the first day of the first full pay period occurring entirely in the month of November. This adjustment has traditionally reflected 100% of the CPI-W HALF1 metric for the Seattle-Tacoma area. This index compares the average prices from the first six months of one year to the average prices from the first six months of the previous year, resulting in a percentage change. This index has the benefit of smoothing cost of living increases over time, muting the effects of both large price increases and decreases.

Due to timing issues centered around the transition to a new Human Resources/Payroll information technology system, staff need to implement the 2024 Cost of Living Increases approximately 90 days sooner than normal. For 2024 the normal date would have been November 2nd. With the change in timing, the 2024 effective date will instead be August 10th.

Staff have reviewed funding projections for the remainder of 2024 and into 2025 for all existing programs and confidence is high that the proposed 4.2% base salary increase is sustainable.

There are currently 517 employees eligible for the COLA adjustment. At current rates of pay, the overall annual impact of the COLA to KCHA is approximately \$2.0 million, or \$3,853 per employee, excluding variable benefits.

Recommendation

Approval of Resolution No. 5773 is recommended.

THE HOUSING AUTHORITY OF THE COUNTY OF KING

RESOLUTION NO. 5773

**AUTHORIZING AN INCREASE IN THE PAY SCHEDULES FOR ADMINISTRATIVE
AND BUILDING TRADES EMPLOYEES OF 4.2% EFFECTIVE AUGUST 10, 2024**

Section 1. FINDINGS AND DETERMINATIONS. The Board of Commissioners (the “Board”) of the Housing Authority of King County, Washington (“Authority” or “KCHA”), takes note of the following facts and makes the following findings and determinations.

- 1.1 The Board of Commissioners annually reviews the salaries and benefits paid to administrative employees of the Housing Authority; and
- 1.2 The Board of Commissioners adopted Resolution 5763 on February 20, 2024 which authorized certain economic adjustments related to employees represented by the Seattle Building Trades Union; and
- 1.3 The economic adjustments included a commitment to give employees represented by the Building Trades Union a 2024 Cost-of-Living adjustment of at least 2.5% but not larger than 6.0%; and
- 1.4 Management believes it is in the best interests of the agency to award a Cost-of-Living Adjustment to Administrative Employees at the same rate as to represented employees; and
- 1.5 The Housing Authority has sufficient resources to increase base payroll so that employee wages can be maintained at their current inflation-adjusted levels during the remainder of 2024 and through 2025; and
- 1.6 Management is recommending that the Board of Commissioners approve a cost-of-living increase in wages for administrative employees effective August 10, 2024 equivalent to the June 30, 2024 HALF1 index of the CPI-W data set for Seattle-Tacoma-Bellevue published by the Bureau of Labor Statistics ; and
- 1.7 The HALF1 CPI-W index as of June 30, 2024 for Seattle-Tacoma-Bellevue was 4.2%.

Section 2. THEREFORE, IT IS RESOLVED BY THE KING COUNTY HOUSING AUTHORITY BOARD OF COMMISSIONERS THAT:

2.1 The Administrative and Building Trades Salary Schedules are hereby amended to reflect a 4.2% cost of living increase in all ranges and as set forth in said Salary Schedules, copies of which are attached as Exhibits A and B hereto, and made part of.

2.2 The rates set forth in the Administrative Salary Schedule will be increased effective at the beginning of the pay period which begins on August 10, 2024.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC MEETING THIS 22nd DAY OF JULY, 2024.

**THE HOUSING AUTHORITY OF THE
COUNTY OF KING, WASHINGTON**

DOUGLAS J. BARNES, Chair
Board of Commissioners

Attest:

ROBIN WALLS
President / Chief Executive Officer and
Secretary-Treasurer

Exhibit A

**Administrative Salary Schedule
Effective 8/10/2024 - 10/31/2025
4.2% COLA**

	Minimum	Midpoint	Maximum
10	\$52,695.82	\$64,552.93	\$76,408.87
10A	\$43,857.64	\$48,414.40	\$56,483.66
11	\$55,725.63	\$68,264.04	\$80,802.45
12	\$58,930.18	\$72,188.86	\$85,448.71
13	\$62,318.95	\$76,340.39	\$90,361.82
14	\$65,901.35	\$80,730.43	\$95,558.32
15	\$69,691.57	\$85,371.97	\$101,052.36
16	\$73,699.04	\$90,280.35	\$106,862.84
17	\$77,936.77	\$95,472.12	\$113,007.48
18	\$82,417.72	\$100,961.44	\$119,505.17
19	\$87,156.08	\$106,767.21	\$126,377.15
20	\$92,168.38	\$112,905.94	\$133,643.49
21	\$97,467.60	\$119,397.72	\$141,327.84
22	\$102,237.83	\$126,263.79	\$150,289.74
23	\$107,247.77	\$133,523.06	\$159,799.53
24	\$112,510.39	\$141,201.49	\$169,891.42
25	\$118,508.61	\$149,320.35	\$180,132.09
26	\$124,826.82	\$157,905.61	\$190,985.58
27	\$131,485.08	\$166,985.60	\$202,486.11
28	\$138,499.93	\$176,587.47	\$214,675.02
29	\$146,464.11	\$186,740.77	\$227,018.60
30	\$154,885.23	\$197,478.53	\$240,071.82
31	\$163,791.66	\$208,833.83	\$253,876.01
32	\$173,209.34	\$220,842.08	\$268,473.65
33	\$183,168.99	\$233,539.90	\$283,911.99
34	\$193,701.30	\$246,968.60	\$300,235.90
35	\$204,838.16	\$261,169.52	\$317,499.68

T
A
B

N
U
M
B
E
R



TO: Board of Commissioners

FROM: Wendy Teh - Vice President of Finance

DATE: July 22, 2024

RE: 2024 Midyear Financial Forecast

EXECUTIVE SUMMARY

The Board adopted the Calendar Year 2024 Operating and Capital Budget (“2024 Budget”) via Resolution 5762 on December 18, 2023. The 2024 Midyear Financial Forecast includes revised assumptions and new information not part of the original budget process.

The 2024 Midyear Financial Forecast includes several adjustments that lower the projected cash balance at 12/31/2024 (excluding HUD held reserves) for KCHA Operations to \$243.0 million, a decrease of \$7.9 million in unrestricted or programmatic cash. The core driver of this projected change is due to the lower than anticipated Renewal Funding Inflation Factor (RFIF). For KCHA Development, cash is projected to be \$46.3 million by the end of 2024, a decrease of \$1.2 million primarily as a result of the earlier than anticipated sale of Greenbridge lots.

Exhibit A details the original 2024 Adopted Budget, the Total Forecasted Changes, and the 2024 Revised Budget for KCHA Operations. Exhibit B details midyear changes related to KCHA Development activities. Significant adjustments are explained in the Financial Forecast Highlights section. The Changes to Staffing section discusses new positions and changes to existing positions. Exhibit C summarizes total positions by department.

CONTEXT

The 2024 Midyear Financial Forecast provides the Board with an overall synopsis of the changes in the current and near-term fiscal outlook for KCHA compared to the Authority's adopted 2024 Budget. Included changes are generally limited to those with an aggregate financial impact of \$1.0 million or greater. Although, those affecting Moving to Work (MTW) funds with an aggregate impact of \$500 thousand or greater are also included, as are other adjustments deemed significant.

Changes to the number of Full-Time Equivalent (FTE) employees are also included in this report to the Board of Commissioners and in the fiscal projection.

FINANCIAL FORECAST HIGHLIGHTS

Federal Programs

Block Grant and Special Purpose Vouchers (SPV)

Revenue

KCHA historically uses conservative estimates of the HCV Renewal Funding Inflation Factor (RFIF) and prorate to derive budgeted block grant and special purpose voucher (SPV) revenue. As announced recently by HUD, actual 2024 RFIF and prorate levels are less than budgeted estimates. The 2024 RFIF of 2.846% is below the original projection of 5.0% but the prorate of 99.5% is slightly above the budget of 99%, resulting in a net decrease of \$3.8 million in block grant revenue. For Special Purpose Vouchers, the combined effect on funding is a reduction of \$3.9 million in revenue.

Expense

To date, the Per Unit Cost (PUC) for Housing Assistance Payments in the HCV program has been less than forecast in the budget. The 2024 Midyear Financial Forecast assumes an annualized increase of 7% in the PUC between now and the end of the year for all KCHA SPV programs. The PUC for the remainder of the year for the block grant was projected based on actuals from January to April. The current forecast at 12/31/2024 is now \$1,540.62, down from \$1,549.01 in the original budget.

Total unit months leased (UML) are projected to increase. Block grant UML for the remainder of the year was forecast based on actuals including current anticipated lease up rates, port absorptions, and attrition. The revised UML projection for the block grant is estimated at 10,209 versus the original budget of 10,000.

The higher UML levels for the block grant result in an increase of \$2.2 million in projected HAP costs. In aggregate, the revised projections for PUC and UML for the SPV result in a decrease of HAP expenses of \$268,000. HAP expense for Emergency Housing Vouchers is projected to decrease by \$155,000 mostly due to lower than anticipated PUC, slightly offset by an increase in UML.

Ports-In

The 2024 Midyear Financial Forecast reflects an increase of \$1.0 million of operating revenue related to HCV "Ports-In," clients from other housing authorities who have moved into KCHA's area of service. Although it is anticipated UMLs will remain steady, the higher PUC is causing HAP revenue to increase. Offsetting this increase in revenue will be an equal increase in HAP expense.

Public Housing

Through June, HUD has used an interim proration of 98.78% for the Public Housing Operating Fund Subsidy versus the budget of 92.0%, resulting in an increase to the revenue forecast. Budgeted gross eligibility was estimated at \$12.9 million, whereas actual gross eligibility is \$13.9 million. After the current estimated prorate is applied, the operating fund subsidy revenue increases by \$1 million.

Asset Management

Planned work by the Greenbridge department to replace a bridge crossing at Sandpiper East has been delayed from 2024 to 2025 due to complex environmental permitting. Much of the project was anticipated to be funded by grant funding with the exception of a gap of \$725,000.

Development

The sale of the Division 8 Phase 4 land originally planned for the 1st quarter of 2024 was moved up to December 2023. As a result of this change, the Development budget will see a \$1.2 million reduction in operating revenue after netting out the cost of the land. See Exhibit B for the impact on Development financials.

CHANGES TO STAFFING

The financial effect of midyear personnel changes is anticipated to be an increase of approximately \$0.8 million including benefits. Proposed personnel changes excluding interdepartmental transfers are presented here to provide clarity regarding new agency staffing needs. In total, KCHA's staffing is increasing by 4.5 FTEs. See below for details:

- Information Technology is adding three new full-time equivalents (FTEs) in 2024 including an IT Project Manager, a Senior Network Administrator and a Network Administrator. The three positions will be aligned to focus on infrastructure modernization, security, and project management.
- Finance is adding one FTE Accounting Manager to align with the growth of overall KCHA operations and provide capacity to take on special projects as well as support learning and development activities in the department.
- Asset Management is adding a Senior Construction Project Manager to further support the growing portfolio of tax credit properties and large-scale projects such as the Kirkland Heights redevelopment.
- Resident Services is replacing a 0.5 FTE Resident Assistant in the Southwest region with a 1.0 FTE Resident Services Coordinator in the Southeast region to provide increased support for the significant portfolio of family properties. The family sites in this region include Birch Creek, Valli Kee, and Cascade with a unit count of over 600.
- Housing Management is eliminating a 1.0 FTE Trainer (Management Analyst) position that had already transferred to Human Resources' Learning & Development team but the headcount inadvertently remained.

Please see Exhibit C for authorized staffing and midyear changes by department which includes all interdepartmental transfers.

Exhibit A

KCHA Operations	2024 Budget	Midyear Changes	2024 Revised Budget
Beginning Balance, Unrestricted Cash	144,220	-	144,220
Revenues			
Tenant Revenue	162,883	-	162,883
Operating Fund Subsidy from HUD	12,987	957	13,944
Section 8 Subsidy from HUD	278,133	(6,597)	271,536
Other Operating Revenue	83,233	(2,450)	80,783
Total Operating Revenues	537,236	(8,090)	529,146
Expenses			
Salaries & Benefits	(87,939)	(767)	(88,706)
Routine Maintenance, Utilities, Taxes & Insurance	(47,493)	-	(47,493)
Other Social Service Support Expenses & HAP	(293,127)	(3,624)	(296,751)
Administrative Support Expenses	(39,022)	-	(39,022)
Total Operating Expenses	(467,581)	(4,391)	(471,972)
Net Operating Income	69,655	(12,481)	57,173
Non-operating Revenue	26,819	-	26,819
Non-operating Expenses	(33,915)	-	(33,915)
Net Income	62,559	(12,481)	50,078
Other Sources/(Uses) of Cash			
Capital Projects and Acquisitions	(57,407)	4,612	(52,795)
Changes in Designated Cash	2,304	-	2,304
Changes in Restricted Cash	(10)	-	(10)
Changes in Receivables	(182)	-	(182)
Changes in Other Assets	82	-	82
Changes in Debt	(20,117)	-	(20,117)
Changes in Other Liabilities	(1,468)	-	(1,468)
Changes in Equity	-	-	-
Total Other Sources/(Uses) of Cash	(76,798)	4,612	(72,186)
Transfer In from (Out to) Other Funds			
Transfers In from Other Funds	42,687	-	42,687
Transfers Out to Other Funds	(43,400)	-	(43,400)
Net Transfer In/(Out)	(713)	-	(713)
Net Change in Unrestricted Cash	(14,952)	(7,869)	(22,821)
Ending Balance, Unrestricted Cash	129,268	(7,869)	121,399
Ending Balance, Designated Cash	90,527	-	90,527
Ending Balance, Restricted Cash	31,104	-	31,104

Exhibit B

KCHA Development	2024 Budget	Midyear Changes	2024 Revised Budget
<i>Beginning Balance, Unrestricted Cash</i>	10,827		10,827
<i>Revenues</i>			
Tenant Revenue	-	-	-
Operating Fund Subsidy from HUD	-	-	-
Section 8 Subsidy from HUD	-	-	-
Other Operating Revenue	1,271	(1,201)	70
Total Operating Revenues	1,271	(1,201)	70
<i>Expenses</i>			
Salaries & Benefits	(797)	-	(797)
Routine Maintenance, Utilities, Taxes & Insurance	(7)	-	(7)
Other Social Service Support Expenses & HAP	-	-	-
Administrative Support Expenses	(417)	-	(417)
Total Operating Expenses	(1,221)	-	(1,221)
Net Operating Income	50	(1,201)	(1,150)
Non-operating Revenue	19,745	-	19,745
Non-operating Expenses	(4,061)	-	(4,061)
Net Income	15,735	(1,201)	14,534
<i>Other Sources/(Uses) of Cash</i>			
Capital Projects and Acquisitions	(62,058)	-	(62,058)
Changes in Designated Cash	(331)	-	(331)
Changes in Restricted Cash	(1,173)	-	(1,173)
Changes in Receivables	(13,022)	-	(13,022)
Changes in Other Assets	-	-	-
Changes in Debt	61,443	-	61,443
Changes in Other Liabilities	2,472	-	2,472
Changes in Equity	-	-	-
Total Other Sources/(Uses) of Cash	(12,670)	-	(12,670)
<i>Transfer In from (Out to) Other Funds</i>			
Transfers In from Other Funds	713	-	713
Transfers Out to Other Funds	-	-	-
Net Transfer In/(Out)	713	-	713
Net Change in Unrestricted Cash	3,777	(1,201)	2,577
Ending Balance, Unrestricted Cash	14,604	(1,201)	13,403
Ending Balance, Designated Cash	331	-	331
Ending Balance, Restricted Cash	32,626	-	32,626

Exhibit C

KCHA Staffing	2024 FTEs Authorized	Midyear Changes	2024 FTEs Revised	% Change
King County Housing Authority				
Office of the Executive Director				
Communications	2.00	-	2.00	0.0%
Equity Diversity & Inclusion	3.00	-	3.00	0.0%
Executive & Policy/Intergovernmental Affairs	10.25	-	10.25	0.0%
Human Resources	16.00	-	16.00	0.0%
Information Technology	18.00	10.00	28.00	55.6%
Social Impact	25.00	(3.00)	22.00	-12.8%
Total	74.25	7.00	81.25	10.8%
Construction & Weatherization				
Capital Construction	21.00	-	21.00	0.0%
Weatherization	16.00	-	16.00	0.0%
Total	37.00	-	37.00	0.0%
Asset Management & Development				
Asset Management	25.50	1.00	26.50	4.1%
Development	3.00	-	3.00	0.0%
Greenbridge	3.00	-	3.00	0.0%
Total	31.50	1.00	32.50	3.3%
Administrative Services				
Support Services	16.00	(1.00)	15.00	-7.4%
Finance	29.50	1.00	30.50	3.8%
Total	45.50	-	45.50	0.0%
Housing Management				
Compliance	-	9.00	9.00	na
Housing Choice Vouchers	120.00	-	120.00	0.0%
Housing Management	18.00	(12.00)	6.00	-114.3%
Property Management	195.63	(2.00)	193.63	-1.0%
Resident Services	42.50	1.50	44.00	3.8%
Safety & Security	3.00	-	3.00	0.0%
Total	379.13	(3.50)	375.63	-1.0%
KCHA Total	567.38	4.50	571.88	8.0%
Sedro-Woolley Housing Authority				
Cedar Grove/Hillsview	2.02	-	2.02	0.0%
SWHA Total	2.02	-	2.02	0.0%
Combined Total Workforce				
King County Housing Authority	567.38	4.50	571.88	0.9%
Sedro Woolley Housing Authority	2.02	-	2.02	0.0%
TOTAL	569.40	4.50	573.90	0.9%



2024 Midyear Budget Review

July 22, 2024

Agenda

- Staffing Changes
- Operations
- Development
- Year End Cash Impact



Department	FTE	Position	Justification
IT	1.0	IT Project Manager (Admin Project Mgr)	Manage annual refresh of technology hardware assets, one-time special projects, and future Yardi module implementation
IT	1.0	Network Administrator	Support transition to the cloud by managing with new Microsoft 365 tools
IT	1.0	Senior Network Administrator	Support transition to the cloud by managing new network capabilities
Resident Services	0.5	Convert Resident Asst to Resident Services Coordinator	Service Coordination needed at Family properties
Asset Management	1.0	Senior Construction Project Manager	Kirkland Heights and other large-scale projects
Finance	1.0	Accounting Manager	Yardi/DayForce integrations; support for increased agency growth
Housing Management	(1.0)	Remove position that had already transferred to HR	Trainer moved to HR department into the new Learning & Development team

Staffing Proposals

Total net change of all proposals is a 4.5 FTE increase with an impact of approximately \$0.8 million.

Department From	Department To	FTEs	Roles
Housing Management	IT	3.0	Yardi Implementation Team
Finance	IT	1.0	Business Analyst
Resident Services	IT	1.0	Senior Management Analyst
Property Management	IT	1.0	Senior Management Analyst
HCV	IT	1.0	Applications Development Specialist
Social Impact	Resident Services	2.0	Housing Navigators
Social Impact	HCV	1.0	Supportive Housing Coordinator
Housing Management	Compliance (new dept)	9.0	Compliance Team
Support Services	Finance	1.0	Senior Accountant
Property Management	Housing Management	2.0	Chris Clevenger/Carly Best
Housing Management	Property Management	1.0	Procurement Manager

Internal Transfers

Operations – Midyear Changes

Area	2024 Budget	\$ Impact	Key Drivers
Operating Fund Subsidy	\$13.0 M	\$1.0 M	98.78% proration vs 92% budgeted
HCV (Net)	\$0.6 M	(\$9.7 M)	Actuals; 2.846% inflation factor; 99.5% proration; absorptions
Salaries & Benefits	(\$87.9 M)	(\$0.8 M)	Addition of 4.5 FTEs
Capital Construction	(\$13.6 M)	\$1.4 M	Project delays and lower than anticipated costs
Social Impact	(\$4.8 M)	(\$0.5 M)	\$325K to support student homelessness in Highline & Tukwila school districts and \$125K for youth violence prevention & mentoring
Sandpiper (Greenbridge)	(\$0.7 M)	\$0.7 M	Project delayed to 2025
TOTAL		(\$7.9 M)	

Development – Midyear Changes

Area	2024 Budget	\$ Impact	Key Drivers
Greenbridge – Lots Sold Revenue	\$5.0 M	(\$5.0 M)	Lot Sale was budgeted to take place in Q1 2024 but occurred in Q4 2023
Greenbridge - Cost of Lots Sold	(\$3.8 M)	\$3.8 M	Cost of Lots offset
TOTAL		(\$1.2 M)	

Note: Capital Fund Program - Capital Construction anticipates spending \$2.5 M less vs 2024 budget primarily due to Westminster Manor roof delay (no impact to cash reserves)

Revised Year End Cash Reserves

(excluding HUD-held Cash)

Operations	2024 Budget	Midyear Changes	Revised Cash
Unrestricted Cash	\$129.3 M	(\$7.9 M)	\$121.4 M
Designated Cash	\$90.5 M	-	\$90.5 M
Restricted Cash	\$31.1 M	-	\$31.1 M
Total Cash	\$250.9 M	(\$7.9 M)	\$243.0 M

Development	2024 Budget	Midyear Changes	Revised Cash
Unrestricted Cash	\$14.6 M	(\$1.2 M)	\$13.4 M
Designated Cash	\$0.33 M	-	\$0.33 M
Restricted Cash	\$32.6 M	-	\$32.6 M
Total Cash	\$47.5 M	(\$1.2 M)	\$46.3 M

*HUD held cash reserves as of May 31st are \$51.8 M

Questions?



T
A
B

N
U
M
B
E
R

9

Households Served

point in time as of March 2024¹

24,233

Finance

	Budgeted	Actual	Actual to Budget	
Revenue year-to-date	\$132,928,489	\$139,877,596	105.2%	
Expenditure year-to-date	\$113,322,168	\$109,479,311	96.6%	
LGIP Rate Investments	4.25%	5.41%	+ 1.16%	
Non-LGIP Investments	4.25%	3.00%	-1.25%	

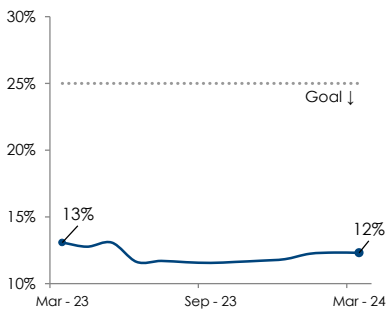
Housing Management

	Scope	Target	Mar '24	
Public Housing Occupancy ²	3,766 units	98.0%	98.6%	
Local Programs Occupancy	8,891 units	96.5%	98.8%	
Total Units Online ³	12,711 units	11,105	12,711	

Housing Choice Voucher Program Operations

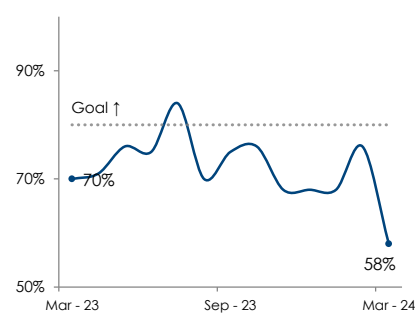
Shelter Burden

Households paying more than 40% of income for rent and utilities.



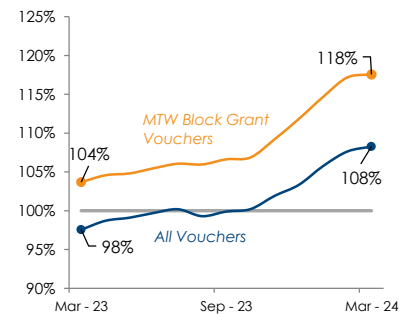
Shopping Success⁴

Lease-up within 240 days after voucher issuance, by cohort.



Utilization Rate⁵

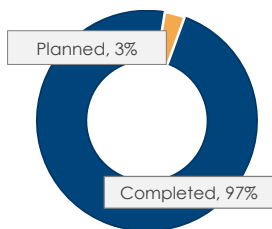
Percentage of HUD ACC leased by month.



Focus Areas

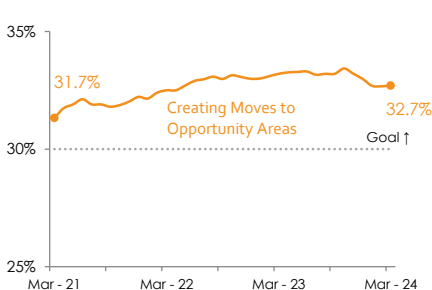
Inclusion Now Training

Percentage of staff who have completed Inclusion Now (I).



Opportunity Area Access

Percentage of households with children living in high opportunity areas.



Notes

- 1) Includes households in federally subsidized programs, workforce housing, and local programs.
- 2) Excludes 49 units in portfolio where turnover is not tracked monthly.
- 3) 11,105 represents the agency's acquisition stretch goal by the end of 2020.
- 4) Represents success of latest cohort to reach 240 days after voucher issuance.
- 5) Does not include Emergency Housing Vouchers.

T
A
B

N
U
M
B
E
R



KCHA IN THE NEWS

July 22, 2024



Office of Field Policy and Management

HUD Accepts 8 New Communities in Idaho, Oregon, and Washington to Participate in the ConnectHomeUSA Initiative and Bridge the Digital Divide for HUD-Assisted Families

HUD Office of Field Policy and Management sent this bulletin at 07/15/2024 05:29 PM EDT

HUD Office of **HUD NORTHWEST REGION** Announcement

HUD Accepts 8 New Communities in Idaho, Oregon, and Washington to Participate in the ConnectHomeUSA Initiative and Bridge the Digital Divide for HUD-Assisted Families

ConnectHomeUSA will support HUD-assisted communities by addressing the three key aspects of digital inclusion: providing affordable internet access, offering free/affordable devices, and delivering digital skills training.

SEATTLE – The U.S. Department of Housing and Urban Development (HUD) announces 97 communities that have been selected to participate in the ConnectHomeUSA (CHUSA) initiative, bringing training and technical assistance to help communities access affordable internet access, affordable devices, and digital skills training. These communities have been selected based on their demonstrated commitment to bridging the digital divide for HUD-assisted residents.

The following entities have been selected in the Northwest:

Idaho

- Nez Perce Tribe
- Boise City Housing Authority

Oregon

- Housing Authority of Clackamas County
- Housing Authority of Lincoln County

- Home Forward

Washington

- Bremerton Housing Authority
- King County Housing Authority
- Seattle Housing Authority

“Everyone needs access to the Internet and other digital tools, but some families cannot afford the quality access needed for work or school,” said **HUD Acting Secretary Adrienne Todman**. “ConnectHomeUSA seeks to bring the affordable digital access and equipment people need to get things done. We are narrowing the digital divide and empowering communities with equitable economic and educational outcomes.”

"By expanding ConnectHomeUSA throughout the Northwest, we are taking significant steps to ensure that every HUD-assisted resident has the digital tools necessary to thrive in today's economy," said **HUD Northwest Regional Administrator Andrew Lofton**. "Our commitment to bridging the digital divide will provide families with the resources they need for educational success, economic opportunities, and overall well-being."

This is the first time since 2020 that HUD has accepted new communities into the initiative. This phase of ConnectHomeUSA has expanded its reach to include not only Public Housing Authorities (PHAs), Tribally Designated Housing Entities (TDHEs), and Multifamily housing providers but also HUD Continuum of Care (CoC) and Housing Opportunities for Persons with AIDS (HOPWA) grantees.

Of the total number of communities accepted, 59 are joining the Tier 1 cohort, which consists of communities that are just beginning to address the digital divide. The program has also accepted 38 communities in the Tier 2 cohort, reserved for returning ConnectHomeUSA communities that have demonstrated a commitment to deepening their work.

ConnectHomeUSA is a pivotal resource and approach to advancing digital inclusion for HUD-assisted communities. When combined, free/affordable internet, free/affordable devices, and digital skills training can significantly reduce barriers to economic and educational opportunities and help create a more equitable future for the residents HUD serves.

To see a full list of CHUSA Sites, click [here](#).

Questions about ConnectHomeUSA can be directed to connecthome@hud.gov.