

**Spokane Housing Authority
Board of Commissioners Regular Meeting Minutes
October 26, 2020**

Board Attendees:

Keith James, Chair

Besse Bailey, Vice Chair

Scott Kerwien, Commissioner

Kammi Smith, Counsel

Kai Nevala, Commissioner

Joycelynn Straight, Commissioner

Tes Sturges, Commissioner

Board Absentees:

Amber Waldref, Commissioner

Staff Attendance:

Pam Tietz, Executive Director

Lori McGowan, CFO/Deputy Director

Alex Liberman, Director of Housing Assistance Payments

Diana Klasen, Director of Property Management

Brian Jennings, Housing Development Director

- 1. Convening of the Meeting** – Chair James called the meeting to order at 3:34 P.M.
 - a. Public comments** – Mary May, Senior Housing Developer at Community Frameworks thanked the Board for the consideration of additional vouchers for the Sinto Commons building and expressed she would be happy to answer any questions.
 - b. Commissioner Comments** – Commissioner Kerwien thanked Pam Tietz for sharing SNAP’s new video ‘The Power of a Voucher.’
- 2. Consent Calendar** – All items listed under the “Consent Calendar” are considered routine and will be enacted *by one motion* unless a Commissioner or citizen so requires, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.
 - a. Approval of Minutes**
 - b. Review of Utilization Reports**
 - c. Review of month-end Financial Reports**

Commissioner Sturges moved to approve the consent calendar, seconded by Vice-Chair Bailey, all approved unanimously.

- 3. Executive Director’s Report** – Pam Tietz shared that Alex Liberman received a Good Partner award from Goodwill for SHA. Ms. Tietz then discussed Housing Washington virtual seminar, her attendance at the Regional Governance Meetings (focused on homelessness), she sat in on the final interviews for the City of Spokane’s Housing and Human Services and is excited about the final candidate’s approval, and the 9% Tax Credit round that has new processes. Ms. Tietz then announced that SHA made the list of 2020 Best Places To Work in the Inland Northwest, noting there were still things to work on to keep this standing. Moving to Work application process is ongoing and a rough draft has been completed, so Ms. Tietz will now focus on obtaining support from community partners.
- 4. Development Director’s Report** – Brian Jennings reported on the upcoming ADA improvements at Cedar West, which will start in November, and and Crosswalk Youth Shelter plans are currently in a financing stage. The RAD conversion continues, though slower than expected, with current proceeds of \$5.3 million with 25 units sold. Mr. Jennings

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also briefly discussed Cornerstone and Pearl's upcoming year 15 for refinancing.

5. **Review of SHA's New Website** – Pam Tietz asked if Board members had an opportunity to review the new website. Commissioner Sturges commented that it is easy to use, Vice-Chair Bailey noted it was a night and day difference and easy to use, Commissioner Kerwien stated that it looks great, Chair James gave kudos that it's easy to use and navigate, and Commissioner Straight noted she had accessed the site on her phone and computer with impressive results and that it is very informative and wonderful from the client point-of-view.

6. **New Business -**
 - a. **Consideration of Resolution #734 Housing Choice Voucher Payment Standards** – Alex Liberman discussed HUD's Fair Market Rent process and how it relates to payment standards. This year it has resulted in increases in most Spokane regional areas in all bedroom sizes. These increases were not expected; however, more closely reflect rent levels in the community. Vice Chair Bailey moved to adopt Resolution #734, seconded by Commissioner Straight, all approved unanimously.
 - b. **Consideration of Resolution #735 Authorizing the Executive Director to execute an AHAP for initial 13 project based vouchers for a 15-year term for the Sinto Commons Project** – Alex Liberman discussed the proposal in general terms. Vice Chair Bailey moved to adopt Resolution #735, seconded by Commissioner Nevala. Discussion continued with questions to Mary May about funding and upcoming closing, with construction to begin in late November. Chair James called for a vote, and all approved unanimously.
Upon request of Vice Chair Bailey, Commissioners agreed to discuss item 8a at this time, rather than waiting until Unfinished Business. A discussion occurred about the previously expected funding for the additional 9 units in this request. After further discussion, Commissioner Sturges moved to amend Resolution #735 to include 9 new vouchers for a total of 22 project based vouchers at Sinto Commons, Vice Chair Bailey moved that she was willing to amend Resolution #735 as stated, seconded by Commissioner Nevala, all approved unanimously.
 - c. **Motion considering a request from Commonwealth Agency, Inc. for placement of 36 project based vouchers at the project known as Mirabeau Townhomes** – Alex Liberman discussed the Mirabeau Townhomes project, which is now being built in an ideal census tract, includes supportive programs for project based units on site with one full time service coordinator. Additionally, this project allows for those living in the unit at year 15 to have a purchase option with escrow built up from their tenancy. After further discussion, Commissioner Sturges moved to approve the placement of 36 project based voucher at Mirabeau Townhomes, seconded by Vice Chair Bailey, all approved unanimously.

Chair James closed the regular meeting into executive session for 10 minutes at 5:20 P.M.

7. **Executive Session – to discuss (c) To consider the minimum price at which real estate will be offered for sale... final action selling or leasing public property shall be taken in a meeting open to the public.**

Chair James reopened the regular meeting at 5:43 P.M.

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8. Unfinished Business –

- a. Motion to approve the addition of 9 Mainstream project based vouchers for the Sinto Commons Project –** As noted above.
- b. Consideration of Amendments to Resolution #733 Authorization of Executive Director to execute an AHAP for the Gonzaga Haven Project –**
Alex Liberman and Pam Tietz discussed the need for the amended resolution to include certain language about a subsidy and environmental review. Commissioner Nevala moved to adopt Amended Resolution #733, seconded by Commissioner Sturges, all approved unanimously.

9. Adjournment – Chair James adjourned the meeting at 5:46 P.M.

Chair: *Keith James*
Keith James (Feb 4, 2021 14:06 PST)
Keith James, Chair

Secretary: *Pamela Tietz*
Pamela Tietz, Executive Director