



## I. CALL TO ORDER

Nancy Backus called the virtual meeting to order at 1:02 PM.

### a. ROLL CALL/ESTABLISHMENT OF QUORUM

**Executive Board members present:** Nancy Backus, City of Auburn; Dana Ralph, City of Kent; Collen Brandt-Schluter, City of Burien; Joseph Cimaomo, City of Covington; Traci Buxton, City of Des Moines; Brian Davis, City of Federal Way; Sunaree Marshall, King County; Earnest Thompson, City of Normandy Park; Ryan McIrvine, City of Renton.

**Other attendees:** Angela San Filippo, SKHHP; Trish Abbate, SKHHP; McCaela Daffern, King County; Patience Malaba, Housing Development Consortium; Merina Hanson, City of Kent; Hannah Bahnmler, City of Renton; Nicole Nordholm, City of Des Moines; Nigel Herbig, King County Regional Homelessness Authority; JC Harris, City of Des Moines; Mark Santos-Johnson, City of Renton; Eric Lane, City of Des Moines; Dafne Hernandez, City of Covington; Laurel Humphrey, City of Tukwila; Emily Ho, Sound Communities.

## II. REVIEW AGENDA/AGENDA MODIFICATIONS

No agenda modifications.

## III. APPROVAL OF DECEMBER 17, 2021 MINUTES

Dana Ralph moved to approve the December 17, 2021 minutes as presented; Joseph Cimaomo seconded the motion. Motion passed unanimously (9-0).

## IV. OLD BUSINESS

### a. SKHHP Housing Capital Fund

Throughout 2021 the SKHHP Executive Board reviewed and discussed each section of the Housing Capital Fund funding guidelines. Angela San Filippo presented the final format of all the previously discussed elements, including the proposed timeline for making a SKHHP recommendation by early December 2022. To align with other public funders, award letters would go out in early December as a SKHHP recommendation with condition that City Councils still need to approve the funds.

To be consistent with the legislation that authorizes sales tax credits for affordable housing, for this funding round all funds are targeted to 60% area median income (AMI) and below; income levels below 60% can be prioritized if desired. In future funding rounds with more diverse funding sources, a higher income level will likely need to be considered to support affordable homeownership projects.

Available funds include funds collected through 2021 available by March 2022, due to a lag in sales tax revenue. Subsequently, each funding cycle would utilize funds collected from the previous year.

Projecting out funds to be collected in 2022 was suggested, along with the suggestion and corresponding question regarding defining a reserve amount. San Filippo will inquire with the finance department and follow up.

Eligible applicants definition was made more specific to more clearly articulate why partnership opportunities are encouraged (build capacity, achieve community outcomes, reduce investment risk for funders) in order to support potentially smaller organizations or those with less experience.

Staff work group suggested a funding focus on development costs and not on operations for the first round because of the limited funding we have available.

A letter of consistency is required to demonstrate community support in the jurisdiction where the project is located showing the project is consistent with the Housing Action Plan, Consolidated Plan or other related jurisdictional plans.

Member councils that have contributed funding for a specific project will review and approve funding recommendations submitted by SKHHP.

Evaluation criteria was rearranged to a bulleted rather than numbered list. 'Advancing goals of equity' was moved to the top of the list to highlight this element and 'timeliness' was added to the second bullet point and throughout the evaluation criteria.

Next steps for finalizing the funding guidelines will be to bring forward a recommendation from the Advisory Board on funding priorities and supplemental questions as necessary. Priority setting with the Advisory Board will occur in February and March with the goal of presenting Advisory Board recommendation to Executive Board in March.

In February and March funds in each city will be confirmed, invoicing cities in March, with the goal of issuing notice of funding availability in May.

#### **b. Maple Valley Agreement**

Maple Valley City Council approved the SKHHP Interlocal Agreement on Monday, January 24, 2022. The next step is to bring the item forward to the SKHHP Executive Board at the February meeting for approval before making Maple Valley a partner in the SKHHP Interlocal Agreement. Maple Valley Mayor Sean Kelly and staff will be invited to participate in the agenda item for Executive Board consideration of executing the Maple Valley Agreement.

#### **c. 2022 Executive Board Meeting Schedule**

Board members expressed desire to revisit the 4<sup>th</sup> Friday meeting schedule in 2022 and were asked via email to respond to a meeting poll on availability for set meeting times prior to the January 28 meeting. The third Friday of the month was put forward as a suggestion and San Filippo will follow up.

### **V. NEW BUSINESS**

#### **a. Advisory Board Update and Meeting Schedule**

Trish Abbate provided a brief update on the Advisory Board. The Advisory Board held their first meeting in November and they have been working on a lot of process related items including group agreements, decision making process and rules of procedure,

and development and the creation of bylaws, with the expectation that Advisory Board bylaws will be approved by February or March. The Advisory Board will begin the process of learning the details of the Housing Capital Fund in order to begin working on priority setting in February/March. Relationship building has also been a key focus, between board members, between the board and SKHHP staff, and between the Advisory Board and the Executive Board. In part, the Advisory Board's success relies on a strong relationship with the Executive Board. Mayor Backus and Mayor Ralph have attended the recent Advisory Board meetings and returning Executive Board members are invited to sign up and attend the February-June meetings, with newer Executive Board members invited later in the year.

**b. Executive Board Questionnaire**

San Filippo reviewed the Executive Board questionnaire, which was sent to Executive Board members as a way for members to reflect on individual and collective knowledge and experience as it relates to SKHHP's mission and provide input into SKHHP's educational component for the upcoming year. As Executive Board membership changes it is important to take time for staff and the Board to understand and get to know our new and returning Board members.

In the self-assessment section, board members were asked to respond to their level of experience and knowledge in relevant topic areas. In terms of topic areas of interest to board members, preserving affordability of housing and affordable housing financing were the top responses.

San Filippo provided an overview of the full scope of responses to the open ended questions included in the survey. Some themes include a desire for more education around the full scope of what it means to produce affordable housing from start to finish and within the different types of housing, along with more training and education around historical policies that have perpetuated inequities and current best practices and successful programming from peers involved in equity and inclusion work in our region.

**VI. EDUCATIONAL ITEM**

Emily Ho with Sound Communities provided an overview of the 2022 proposed Housing Benefit District pilot program. Housing Benefit Districts were first proposed during the 2021 legislative session as a voluntary tool that cities and counties could use to plan for and fund land assembly and predevelopment infrastructure work for affordable housing near major transit stops. The current iteration proposed in the 2022 legislative session would create a pilot program in Everett, Renton, Tacoma, and Shoreline.

Sound Communities is a volunteer steering committee with the mission to promote the development of complete, walkable, equitable and inclusive neighborhoods with the vision that everyone lives in vibrant, thriving communities with access to affordable housing near transit investments that are being made alongside public amenities. Goals include equitable benefit to BIPOC communities to ensure communities in neighborhoods where transit is arriving are not displaced, a full spectrum of housing types, creating home ownership opportunities and supporting complete communities

Patience Malaba introduced the current Housing Benefit Districts work which is focused on funding land acquisition around transit centers for low and middle income housing

and community development projects. The success of the pre-existing transportation benefit districts is in part the inspiration for the potential of housing benefit districts.

The pilot program is drafted as part of HB 1880 / SB 5861 in the 2022 legislative session with Everett, Tacoma, Renton, and Shoreline as eligible pilot jurisdictions with commitment to affordability requirements including. Housing benefit districts would apply funds towards station area land assembly and infrastructure investment..

HB 1880 has been voted out of the Housing, Human Services and Veterans Committee with a do pass recommendation moving into the finance committee where they anticipate conversations about the sales tax rebate funding source.

Discussion occurred around how the funding and revenue stream might function in real time, as well as potential future funding options that may be more progressive in nature. As part of the pilot program, Renton representatives expressed support for HB 1880.

San Filippo shared brief high level updates on the 2022 State Legislative Session as applicable to SKHHP's legislative agenda and other housing and homelessness related legislation for informational and advocacy purposes. Discussion occurred around the tension with state level bills without funding attached and the challenges for local jurisdictions.

## **VII. UPDATES/ANNOUNCEMENTS**

San Filippo will continue trying to find a time for the next SKHHP Executive Board meeting that works for everyone and will follow up as soon as possible.

## **VIII. ADJOURN**

Backus adjourned the meeting at 3:06 pm.