



I. CALL TO ORDER

Nancy Backus called the meeting to order at 1:04 PM.

ROLL CALL/ESTABLISHMENT OF QUORUM

Executive Board members present: Nancy Backus, City of Auburn; Merina Hanson, City of Kent (alternate); Liz Stead, City of Burien; Kristina Soltys, City of Covington; Gene Achziger, City of Des Moines; Brian Davis, City of Federal Way; Victoria Schroff, City of Maple Valley; Carmen Rivera, City of Renton; James Lovell, City of SeaTac; Thomas McLeod, City of Tukwila; Sunaree Marshall, King County.

Others present: Claire Goodwin, SKHHP Executive Manager; Dorsol Plants, SKHHP Program Coordinator; McCaela Daffern, King County; Laurel Humphrey, City of Tukwila; Doug McIntyre, City of Maple Valley.

Thomas McLeod joined at 1:17 PM

James Lovell joined at 1:20 PM

II. PUBLIC COMMENT

No public comment was received.

III. APPROVAL OF MARCH 21, 2025 MINUTES

Victoria Schroff moved to approve the March 21, 2025 minutes as presented, seconded by Kristina Soltys. Motion passed (9-0)

IV. AGENDA MODIFICATIONS

No modifications to the agenda were made.

V. BOARD BUSINESS

a. RESERVE POLICY OPTIONS

Claire Goodwin presented the Board with options to establish a reserve policy for interest earnings in 2024 and beyond.

The Board discussed reserve policy options, including maintaining 30%, 60%, or 100% of annual expenditures in reserve and applying the remaining funds to the SKHHP Housing Capital Fund.

Nancy Backus called for a motion to adopt a reserve policy option. No motion was made.

b. 2026 WORK PLAN AND BUDGET DRAFT REVIEW

Claire Goodwin reviewed a draft of the SKHHP 2026 work plan and budget with the Board, which incorporated changes from the March 21, 2025 Executive Board meeting. She informed the Board that the five-year plan discussion at the June 13, 2025 Executive Board meeting would include discussing the Board's role in addressing homelessness.

A Board Member discussed an interest in combining "capital funding for recovery/treatment facilities to qualifying unsheltered individuals" and "developing a partnership for homelessness responses and increased shelters and workforce housing development for those who are unhoused," which would fall under working with those who are unhoused.

The Board supported alternating between holding a legislative forum in 2025 and an affordable housing tour in 2026.

Claire Goodwin will prepare a written proposal for the legislative forum for the May 16, 2025 Executive Board meeting.

c. 2025 HOUSING CAPITAL FUND GUIDELINES AND PRIORITIES

Claire Goodwin reviewed the 2024 Housing Capital Fund Guidelines to ask for feedback from the Board on changes or modifications to begin the development of the 2025 Housing Capital Fund Guidelines. She noted that the Housing Capital Fund priorities are one part of the evaluation process, and a project isn't required to meet each priority to be eligible for consideration.

Board members discussed adding climate equity to the Housing Capital Fund priorities list.

VI. UPDATES/ANNOUNCEMENTS

SKHHP staff updated the legislative slides before the meeting and will distribute them through the calendar invitation and posting on the SKHHP website.

The State Legislative session will end on Sunday, April 27, 2025.

The 2024 SKHHP Annual Report has been distributed to the Board as part of the agenda packet. SKHHP staff sent the annual report to the Staff Work Group members to share with the member city councils through the local process.

The SKHHP five-year planning activity was postponed until the June 13, 2025 Executive Board meeting. The five-year plan may need more time and continue into 2026.

Per SKHHP policy, Claire Goodwin notified the Board that the Burien Family Housing project requested an administrative change to its capital fund award. Originally, SKHHP funds were to support 34 units for families with children exiting homelessness and 18 units for households with a physical disability. Mercy Housing NW is requesting that SKHHP funds now support the 34 units for families with children exiting homelessness and nine units for households with a physical disability. This means SKHHP funds will support nine fewer units, but the total number of units supporting households with a disability is still at 18 and will be supported by different funding sources.

VII. ADJOURN

Nancy Backus adjourned the meeting at 2:27 PM.

Dorsol Plants

Program Coordinator-SKHHP