

# SSHA<sup>3</sup>P

## South Sound Housing Affordability Partners Executive Board Meeting Minutes

November 3, 2023

8:30 – 9:59 a.m.

**Executive Board:** Mayor Nancy Backus, City of Auburn – absent  
 Councilmember Kevin Ballard, City of DuPont – present  
 Deputy Mayor Mike Winkler, City of DuPont – excused  
 Mayor Daryl Eiding, City of Edgewood – present  
 Councilmember Christi Keith, City of Edgewood (alternate) -excused  
 Mayor Kim Roscoe, City of Fife – present  
 Councilmember Doug Fagundes, City of Fife – excused  
 Chair, Councilmember Hunter George, City of Fircrest – present  
 Mayor Pro Tempore Joe Barrentine, City of Fircrest - excused  
 Mayor Tracie Markley, City of Gig Harbor – excused  
 Councilmember Mike Brandstetter, (alternate) City of Lakewood – absent  
 Councilmember Paul Bocchi, City of Lakewood – absent  
 Mayor Shanna Styron Sherrell, City of Milton – absent  
 Executive Bruce Dammeier, Pierce County - present  
 Councilmember Ryan Mello, Pierce County – present  
 Deputy Mayor Ned Witting, City of Puyallup – present  
 Mayor Dick Muri, Town of Steilacoom – present  
 Councilmember Nancy Henderson, Town of Steilacoom, (alternate) – excused  
 Mayor Kathy Hayden, City of Sumner - present  
 Mayor Victoria Woodards, City of Tacoma – present  
 Deputy Mayor Kristina Walker, City of Tacoma (alternate) – excused  
 Councilmember Stan Flemming, City of University Place – present

**Staff:** Jason Gauthier, SSHA<sup>3</sup>P Manager  
 Mary Connolly, Program Specialist  
 Becki Foutz, Administrative Assistant

**Guests:** Jason Wilson, Derek Matheson, Cynthia Stewart, Katie Baker, Trish Crocker, Faith Pettis, Taylor Jones, John Howell, Tiffany Speir, Paul Loveless

### MINUTES

TOPIC/ WHO	DISCUSSION	ACTION
Call to Order	Chair George called the meeting to order at 8:32 a.m. SSHA <sup>3</sup> P Manager Gauthier called roll, per above; a quorum was present.	Welcome!
Effective Government Award Executive Dammeier	Executive Dammeier discussed the recent EI&R reception recognizing County employees for exemplary work. An Effective Government Standing Ovation Team award was presented to Jason's effort, a collaboration among Human Services and the Assessor-Treasurer's office affecting many jurisdictions, conducting seminars to help seniors get the discounted property tax they're entitled to. This was a great example of the positive work SSHA <sup>3</sup> P's doing!	Informational

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<b>Award continued</b>	Jason thanked Mary for her work on the collaboration, and Mayor Eidinger for reaching out to have a seminar held in Edgewood (on Nov 27). Chair George thanked the group; the seminar in Fircrest that was well-attended.	Well-done Jason & team!!																								
<b>Agenda &amp; October Minutes</b> Hunter George	Any modifications to the agenda? Councilmember Flemming moved to approve the consent agenda. Mayor Woodards seconded. Vote was taken, none opposed.	Today's agenda was approved.																								
<b>Public Comment</b>	Chair George invited the public to comment.	None																								
<b>Affordable &amp; Workforce Housing</b> Faith Pettis, Pacific Law Group	<p>Faith Pettis provided an informative presentation about how affordable housing is financed in Washington. It can be complicated.</p> <p><b>Terms of Art: AMI</b> – annual median income for a household of a given size in an area, usually using HUD calculations.</p> <table border="1" data-bbox="302 978 1370 1528"> <thead> <tr> <th data-bbox="302 978 748 1125">County</th> <th colspan="2" data-bbox="748 978 1370 1125">2023 HUD Calculations 60% &amp; 80% of Area Median Income (4 person household)</th> </tr> </thead> <tbody> <tr> <td data-bbox="302 1125 748 1182">Adams</td> <td data-bbox="748 1125 911 1182">\$50,100</td> <td data-bbox="911 1125 1370 1182">\$66,800</td> </tr> <tr> <td data-bbox="302 1182 748 1239">Chelan</td> <td data-bbox="748 1182 911 1239">\$50,580</td> <td data-bbox="911 1182 1370 1239">\$67,440</td> </tr> <tr> <td data-bbox="302 1239 748 1295">Clark</td> <td data-bbox="748 1239 911 1295">\$67,680</td> <td data-bbox="911 1239 1370 1295">\$90,240</td> </tr> <tr> <td data-bbox="302 1295 748 1352">King/Snohomish</td> <td data-bbox="748 1295 911 1352">\$82,200</td> <td data-bbox="911 1295 1370 1352">\$117,200</td> </tr> <tr> <td data-bbox="302 1352 748 1409">Pierce</td> <td data-bbox="748 1352 911 1409">\$64,500</td> <td data-bbox="911 1352 1370 1409">\$90,080</td> </tr> <tr> <td data-bbox="302 1409 748 1465">Spokane</td> <td data-bbox="748 1409 911 1465">\$53,400</td> <td data-bbox="911 1409 1370 1465">\$71,200</td> </tr> <tr> <td data-bbox="302 1465 748 1528">Yakima</td> <td data-bbox="748 1465 911 1528">\$50,100</td> <td data-bbox="911 1465 1370 1528">\$66,800</td> </tr> </tbody> </table> <p><i>Low Income:</i> federal: typically no more than 60% AMI; State – 80% AMI, but may be more flexible.</p> <p><i>Extremely low or Very low income</i> – no more than 30% or 50% AMI, respectively</p> <p><i>Moderate income</i> – between 80 and 120% AMI</p> <p><i>Cost Burdened:</i> paying more than 30% of income on rent</p>	County	2023 HUD Calculations 60% & 80% of Area Median Income (4 person household)		Adams	\$50,100	\$66,800	Chelan	\$50,580	\$67,440	Clark	\$67,680	\$90,240	King/Snohomish	\$82,200	\$117,200	Pierce	\$64,500	\$90,080	Spokane	\$53,400	\$71,200	Yakima	\$50,100	\$66,800	Informational
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<p><b>Affordable &amp; Workforce Housing</b> continued</p>	<p>Chair George asked Jason if SSHA<sup>3</sup>P has obtaining additional tax credits on its federal legislative agenda? Yes, this will be front and center on SSHA<sup>3</sup>P's legislative agenda.</p>	<p>Discus- sion</p>																																				
<p><b>SSHA<sup>3</sup>P Housing Capital Fund Presentation</b> Jason Gauthier</p>	<p>Jason provided background information and an update on the multi-jurisdictional work to create the SSHA<sup>3</sup>P Housing Capital Fund Account. The ILA allows for creation of this fund, but does not require it.</p> <p>SSHA<sup>3</sup>P's 2023 Work Plan called for the exploration of collaborative funding for affordable housing development using dedicated local revenue sources.</p> <p>1406 funds:</p> <p><b>ANNUAL SALES TAX CREDIT BY SSHA<sup>3</sup>P MEMBERS</b></p> <table border="1" data-bbox="310 894 1312 1295"> <thead> <tr> <th>City/County</th> <th>FY 2020</th> <th>FY 2021</th> <th>FY 2022</th> </tr> </thead> <tbody> <tr> <td>City of Auburn</td> <td>\$59,243</td> <td>\$129,338</td> <td>\$149,338</td> </tr> <tr> <td>City of Fife</td> <td>-</td> <td>\$61,819</td> <td>\$71,422</td> </tr> <tr> <td>City of Lakewood</td> <td>\$106</td> <td>\$97,697</td> <td>\$97,697</td> </tr> <tr> <td>Pierce County</td> <td>\$712,787</td> <td>\$1,601,254</td> <td>\$1,601,254</td> </tr> <tr> <td>City of Puyallup</td> <td>\$10,429</td> <td>\$194,101</td> <td>\$194,101</td> </tr> <tr> <td>City of Sumner</td> <td>-</td> <td>\$43,682</td> <td>\$51,630</td> </tr> <tr> <td>City of Tacoma</td> <td>\$481,091</td> <td>\$435,389</td> <td>\$853,070</td> </tr> <tr> <td>City of University Place</td> <td>-</td> <td>\$23,468</td> <td>\$25,412</td> </tr> </tbody> </table> <p>Auburn, Lakewood, Pierce County, and Tacoma are highlighted because they've created a process for the use of these funds.</p> <p>RCW 82.14.540 allows cities and counties to enter into interlocal agreements to pool and allocate their 1406 funds. Projects funded by pooled funds include homeownership and a multi-family rental in Burien (109 units), and a multi-family rental in Olympia (64 units).</p> <p>Jason provided draft rules and procedures for the Fund in member meeting packets. Parties will commit funds annually, advising in December how much will be committed for the following year, to be transferred by August 1. Funding within boundaries of contributing parties will be prioritized. Notifications of awards will be made thirty days ahead of action. Pierce County will serve as fund administrator and produce an annual report.</p>	City/County	FY 2020	FY 2021	FY 2022	City of Auburn	\$59,243	\$129,338	\$149,338	City of Fife	-	\$61,819	\$71,422	City of Lakewood	\$106	\$97,697	\$97,697	Pierce County	\$712,787	\$1,601,254	\$1,601,254	City of Puyallup	\$10,429	\$194,101	\$194,101	City of Sumner	-	\$43,682	\$51,630	City of Tacoma	\$481,091	\$435,389	\$853,070	City of University Place	-	\$23,468	\$25,412	<p>Informa- tional</p>
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<p><b>SSHA<sup>3</sup>P Manager Report</b> Jason Gauthier</p>	<p>Recently SSHA<sup>3</sup>P staff helped with a housing element focus group for the Comprehensive Plan, helped Fircrest with a plan for assisting low-income homeowner, met with Senator Nobles regarding homeownership opportunities, held a work session in Gig Harbor and helped them to prevent displacement in mobile home communities.</p> <p>The Q3 budget progress report was provided in the meeting packet. Invoices went out late; that's why some jurisdictions haven't paid yet. The Middle Housing Grant contract was for up to \$230,000, and Berk considerably underspent that, so some of that has been reallocated to cover staff funds. Reserves are being built up. Staff met with Councilmember Brandstetter last month to discuss a funds balance policy. We'll enter 2024 with a considerable fund balance.</p> <p>Board elections will be held at the December meeting. Jason will be reaching out to members to discuss their interest in holding office. Mayor Markley's interested in moving from Vice Chair to Chair.</p>	<p>Informa- tional</p>
<p><b>Executive Board Updates/ Comments</b></p>	<p>Chair George shared that a Tacoma Church is interested in converting some property to mixed use. A toolkit is being developed for affordable housing on religious-owned property. Fircrest applied for and received the middle housing grant. Fircrest has reorganized and created a Community Development Director position, hiring Mark Newman from the City of Pacific who's diving in!</p> <p>Chair Mello reported that the Council approved funding recommendations for the County's 1406 funds and some other funding sources, totaling about \$6.2M. A NOFA was issued and \$27M in requests were received. The \$6.2M was approved for projects across the County, to yield 210 new rental units and 20 new homeownership units. Re: 590 funds, Human Services will be presenting to the Council Health &amp; Human Services committee in early December re: their investment strategy for these dollars. A NOFA will be released very early next year.</p> <p>Chair George thanked all who were able to attend the in-person meeting in Fircrest last month. He's hoping it will become a tradition for the Chair to host an annual in-person meeting in their city.</p>	<p>Informa- tional</p>
<p><b>Adjourn- ment</b></p>	<p>Chair George adjourned the meeting at 9:59 a.m.</p>	<p>Meeting ad- journed!</p>

The next SSHA<sup>3</sup>P Executive Board meeting is scheduled for Friday, December 1, at 8:30 a.m. via Zoom.

Respectfully submitted,

Becki Foutz, Administrative Assistant