

# **Sand Point Housing Advisory Committee**

## **Meeting Notes**

**Wednesday, April 8<sup>th</sup>, 2009, 6pm-7:30 pm**

✓ **Present: Margaret Thouless, Lynn Ferguson, Alan Castle, Peter Zimmerman, Kevin Bergsrud, Doug Repman, Susan Meyers, Kira Zylstra**

✓ **Sand Point Property Management**

- **Susan Meyers and Doug Repman, Quantum Mgmt. Svs.**

Solid Ground contracts with Quantum Management Services to provide the Property Management at Sand Point Family Housing and Santos Place. Quantum's housing portfolio includes over 5500 units of this type of property.

The Sand Point properties have three funders; The Housing Finance Commission, The City of Seattle and the State Department of Community, Trade and Economic Development (CTED). Because of this, there are three different sets of regulatory agreements and three sets of rules the property must follow. Quantum puts together a synopsis for each of its properties which gives an overview of the compliance requirements listing the strictest requirement when differences exist among the three funders. This synopsis acts as the guide for staff to ensure that they are renting to folks with the appropriate income and following all other necessary requirements for the property.

A list of program criteria was handed out. Applicants must fit with the requirements of the funders and must be certified for Tax Credit Housing and approved by Porchlight (Seattle Housing Authority) for the Section 8 subsidized units. The Property Manager must go through background checks, credit checks and obtain landlord references when available for each applicant. All applicants to Sand Point Housing must be qualify as homeless by HUD, Mod Rehab standards which means they must be living in temporary housing and not be living on the streets. Many of our applicants do not have recent landlord references or may have poor credit and past evictions. Because of this, the requirements for transitional housing are a bit softer than standard market rate housing. The purpose is to help the homeless find and secure stable housing and not create more barriers to achieving that goal.

Once an applicant is approved and passes the screening criteria, they go on to signing the lease and going over the rules and regulations. The rules cover things such as rental payments, pet policy, guest policies, maintenance and noise regulations among other things. The Property Manager enforces these rules, but the Case Managers are also here to

help residents understand the rules and adhere to them as best they can. If a resident does break one of the rules, the first step is for the staff to sit down with the resident to clarify the rules and expectations since most often it is not done intentionally. From there, the staff may issue a notice if necessary, such as a 10-day Comply or Vacate notice which allows the tenant a designated period of time in which to remedy the problem. If the action or behavior continues, the Property Manager would continue to issue notices in accordance with Landlord Tenant Law and proceed with an eviction only when absolutely necessary, but also, in accordance with the State Law and the City's Just Cause Eviction Ordinance.

One of the differences between Sand Point Housing and market rate housing is that the residents at Sand Point have case managers to help them to understand the rules and learn how to be a tenant that understands their rights and their responsibilities with landlords and the Housing Authorities. This helps residents how are moving on to permanent housing increase their chances of maintaining that housing and having positive relationships with their landlords. Having Quantum as the Property Manager allows the case managers to spend more time with their clients and less with the paperwork to make sure that this type of tenant education is possible.

Quantum hires a full-time maintenance person to take care of the two programs. This is limited to the turning of units and maintaining the buildings and building systems. The grounds maintenance is provided by the Parks department as part of the master lease between Solid Ground and the City of Seattle.

## ✓ **Phase II Development Update**

**\$** - Solid Ground is currently seeking an investor for the Federal Tax Credits. The RFQ closes this Friday. We thought this would be the most difficult part of the financing; however, it has gone very well and we expect that we will have secured an investor by the end of this month.

**Construction** – This summer we will be seeking a contractor. We are still working with the Architects on revisions to the drawings. Specifics on closet, kitchens, etc. are being discussed and colors of the exterior. We expect at this point that the buildings will somewhat match that of the Youth Homes. There will be some red brick and then lighter yellows or creams. A comment was made in support of brick exterior.

There will soon be new drawings for the Community Building.

We finally received the minutes from the DPD from the January Public Design Review Meeting. This means we can move forward with acquiring the MUP (Master Use Permit).

A question was asked about property management in the new housing. That has not yet been determined. Quantum has not been identified as the property manager for future housing. At this point, no decisions have been made. Solid Ground may decide by that point to do the property management in

house, but if it is decided to contract with an outside agency, there will most likely be some sort of request for proposal process to determine who that would be.

Someone asked about housing for Veteran Families and if that would be a priority in the future housing. This is a population that is changing very quickly and Solid Ground staff have recently met with staff members of the various local veterans' interest groups to get some guidance and discuss how we can best serve veteran families. Our community and even those working directly with Veterans do not yet know exactly how the Veteran population is changing with the current state of the world. We will continue to work closely with those who serve Veteran Families to make sure that referrals come in when appropriate. All residents of Sand Point Housing, both existing and future programs, have access to case management and wrap-around services. The new housing will be transition-in-place housing and they will have the same access to services whether they live in their unit for 5 months or 5 years.

A question was asked about emergency contacts for the Housing programs. All residents have emergency contact information for Solid Ground staff, Quantum Management staff and of course, emergency numbers like 911 and the police. If a true medical or safety emergency comes up, residents or neighbors should call 911. An emergency housing staff phone number is not currently put out to the community, but the Family Housing and Santos staff numbers are always available to anyone who has a question or concern about the programs. These numbers are:

Sand Point Family Housing – 206-529-9450

Santos Place – 206-529-9224

### ✓ **Solid Ground Housing Work Group – Board Committee**

This Advisory Committee is able to serve as a way to keep the community engaged in the housing programs and up to date with changes. It is a great way to collect feedback from the community about how the current programs are operating and what would be most successful and effective in planning for new housing.

Solid Ground has a Housing Work Group in place for the agency's Housing Development work. This has just been made an official Committee of the Solid Ground Board of Directors. The Board of Directors oversees all of Solid Ground's programs including Sand Point Housing. The Housing Committee allows the Board to have a consistent role in the development process. They recently discussed the same questions about Property Management and they are directly involved in the process of seeking investors and partners throughout the financing process.

At a future meeting we'd like to have a member of the Housing Committee come to discuss their role as Board members and members of this Committee.

### ✓ **Next Meeting: Wednesday, June 3<sup>rd</sup>, 2009 6pm**