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Seattle Social Housing Developer

Resolution 2026-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SEATTLE SOCIAL HOUSING DEVELOPER ADOPTING ACQUISITION POLICY

The Board of Directors ("Board") of the Seattle Social Housing Developer ("SSHD"), in Public Session, does hereby find and declare:

WHEREAS, the SSHD is a public development authority organized and operating pursuant to the laws of the State of Washington; and

WHEREAS, the core purpose and mission of the SSHD is to develop, own, and maintain social housing, as well as lease housing units of said social housing projects and developments, pursuant to Article II, Section (1), of the Charter of the SSHD; and

WHEREAS, the housing acquired by the SSHD must be owned exclusively by the SSHD, pursuant to Article II, Section (2), Subsection 1, of the Charter of the SSHD; and

WHEREAS, the housing acquired by the SSHD, to the extent possible, must include units that accommodate a mix of household income ranges, pursuant to Article II, Section (2), Subsection 2, of the Charter of the SSHD; and

WHEREAS, the SSHD is committed to acquiring and developing housing developments that meet green building and passive house standards, pursuant to Article II, Section (2), Subsection 8; and Section (3), Subsection 4, of the Charter of the SSHD; and

WHEREAS, the Board of the SSHD desires to adopt policies to guide and govern the acquisition of real property in a manner in keeping with the values and mission of the SSHD as reflected in the Charter of the SSHD;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Seattle Social Housing Developer as follows:

Section 1. The Board hereby adopts the foregoing recitals as findings of fact and conclusions as if set forth in full herein.

Section 2. The Board adopts the Acquisition Policy attached hereto as Exhibit A.

Section 3. This resolution is effective immediately.

ADOPTED by the Board of Directors of the Seattle Social Housing Developer at a regular meeting held on April 9, 2026.

ChrisTiana ObeySumner 4/27/2026

ChrisTiana ObeySumner, Chair
SSHD Board of Directors

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ATTEST:

4/28/2026

Leah Salerno, Secretary
SSHD Board of Directors

ATTACHMENT A
REAL PROPERTY ACQUISITION POLICY

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Seattle Social Housing Developer

Real Property Acquisition Policy

Adopted: [Month] __, 2026

I. POLICY

It is the policy of the Seattle Social Housing Developer ("SSHD") to identify and acquire real property for acquisition to advance the SSHD's core mission of providing social housing within the City of Seattle. Accordingly, the Board of Directors ("Board") of the SSHD adopts this policy to establish criteria to guide the acquisition of real property and make such delegations of authority as herein authorized to the Chief Executive Officer ("CEO") to advance such acquisitions.

II. DEFINITIONS

The following definitions will apply to this policy:

A. Seattle Social Housing Developer ("SSHD") is a public development authority organized under RCW 35.21.660, RCW 35.21.670, and RCW 35.21.730-.755.

B. Board is the Board of Directors of the SSHD.

C. Committee is the Real Estate Committee designated by the Board to provide oversight of real estate transactions.

D. Charter means the Charter of the SSHD.

E. Social Housing is housing removed from the speculative market, available to all incomes, permanently affordable and held as a public good in perpetuity.

F. Area Median Income ("AMI") is defined in the context of the Seattle-area income and rent limits by AMI bands established by the Seattle Office of Housing.

G. Passive House Standards means buildings shall be designed to, and certified as, meeting the Passive House standard as established by the Passive House Institute (PHI) or the Passive House Institute US (PHIUS)

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H. Chief Executive Officer ("CEO") means the CEO of the SSHD.

I. Chief Real Estate Development Officer ("CREDO") means the staff member designated by the CEO to oversee the acquisition and development of real estate.

J. Real Estate Team means the staff serving as the Chief Real Estate Development Officer, the Director of Acquisitions, the Housing Developer II, and/or any other personnel designated by the CEO, or their designee.

III. ACQUISITION VALUES

The following values shall guide the CEO's efforts to acquire real property:

A. Permanence as a Public Promise: The Seattle Social Housing Developer is building a housing portfolio that will remain indefinitely as a public good.

B. Income Diversity: Potential real property acquisitions should ideally support a mix of housing units that are suitable, and affordable, for families annually earning the following AMI:

a. 10% of units below 30% AMI.
b. 30% of units between 30-50% AMI.
c. 30% of units between 50-80% AMI.
d. 30% of units between 80-120% AMI.

Acquisitions of apartment buildings should ideally be able to reflect the mix of incomes identified above within five (5) years of acquisition.

C. Anti-Displacement and Restorative Justice: Priority will be given to potential acquisitions of real property that protect existing tenants and foster community input of the future operations and maintenance of the real property. During the due-diligence phase of any potential real property acquisition, the CREDO and Real Estate Team will prepare, and present to the Board, a "social impact analysis" consisting of the following information to the best of their knowledge:

a. Total number of existing tenants, with and/or without leases, residing on the real property.
b. The approximate mix of AMI among the households constituting the existing tenants.

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c. The number of existing tenants at risk to be displaced by SSHD development plans.
d. Length of tenancy
e. Demographic Information

IV. DELEGATED AUTHORITY

The Board has hired a CEO to operate the SSHD and to implement the mission, goals, objectives, policies, and guidelines established by the Board. Subject to Article VII Sec. 5 of the Charter, and SMC 3.110.200, the Board must approve any transfer or conveyance of an interest in real estate. Subject to that limitation, the Board authorizes the CEO to:

A. Identify potential acquisitions of real property that substantially meet the criteria of the Acquisition Values.

B. Initiate and conduct all preliminary negotiations and take all necessary steps to advance the acquisition of real property for final Board consideration and approval.

C. Make presentations to the Committee to provide updates and solicit feedback from members of the Committee.

D. Take all necessary steps, including executing all required agreements, closing documents, deeds, decrees, and other necessary instruments to complete a real property acquisition transaction authorized by the Board.

E. Ensure compliance with all real property agreement terms and conditions and take necessary measures to cause compliance or to protect the SSHD, including, but not limited to, termination of an agreement, the giving of all notices provided for in an agreement, and filing actions for eviction, unlawful detainer, damages, and injunctive relief. The CEO may also take all necessary actions in connection with surety bonds, letters of credit, cash deposits, or other legal security and insurance coverage required pursuant to any real property agreements.

V. ACQUISITION PROCESS AND PROCEDURES

The SSHD shall comply with the following processes and procedures when acquiring real property of any value:

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A. Identify Potential Acquisitions: The Director of Acquisitions, CREDO, CEO, or their designee, shall seek out opportunities to acquire real property for both the use of existing housing stock and opportunities for new construction. The Real Estate Team shall evaluate potential acquisitions based on their compatibility with the Acquisition Values.

B. Real Estate Committee Consideration: The CREDO, Real Estate Team, or their designee, shall present potential acquisitions of real property to the Committee for consideration and discussion. The presentation must include the following elements:

- **a.** The property's suitability for acquisition as demonstrated by its compatibility with the acquisition values.
- **b.** Estimated total cost of acquisition
- **c.** Any known risks of the development of the site, such as building conditions, environmental contamination, title encumbrances, and other characteristics that need mitigation or resolution. The presentation should include strategies for managing the identified risks.

The Committee presentation should occur before the CEO enters into a letter of intent, or similar agreement, with a potential seller.

C. Letter of Intent: The CEO, or their designee, may enter into a letter of intent, or similar expression of mutual agreement, with a potential seller to purchase any real property at any time following a presentation to the Committee regarding the subject property.

D. Purchase and Sale Agreement: The CEO, or their designee, may negotiate a purchase and sale agreement, with contingencies including approval of an authorizing resolution by the board, for the acquisition of real property with a potential seller. The CEO, or their designee, will meet with the Committee, and the Board as a whole, to give a presentation on the status of the acquisition for consideration and feedback. The presentation will include an analysis of the financial impact on SSHD of the proposed acquisition and the "social impact analysis" described in Section III C of this policy.

E. Closing and Due Diligence: The CEO, or their designee, shall take all actions necessary and execute all required agreements to complete an acquisition of real property subject to the terms of a Board-approved authorizing resolution.

VI. AMENDMENT

The Board may amend this policy by resolution.