

HOUSING AUTHORITY OF THE
CITY OF SEDRO-WOOLLEY
BOARD OF COMMISSIONERS
MEETING MINUTES

Thursday, October 18, 2018

I. **Call to Order**

The regular meeting of the Board of Commissioners of the Sedro-Woolley Housing Authority was called to order by Chair Laurie Fellers at 10:45 a.m., on Thursday, October 18, 2018, at Hillsvew Apartments, 830 Township Street, Sedro-Woolley, WA.

II. **Roll Call**

Present: Commissioner Laurie Fellers (Chair), Commissioner Dona Cowan, and Commissioner Kacy Johnson, Commissioner Lee Elliot

Excused: Commissioner Reta Stephenson (Vice-Chair)

III. **Public Comment**

None.

IV. **Approval of Minutes**

A. June 21, 2018 Board of Commissioners' Meeting Minutes

Commissioner Laurie Fellers moved for approval of the Minutes, seconded by Commissioner Kacy Johnson; the Board unanimously approved the Minutes from June 21, 2018 as written.

B. August 16, 2018 Board of Commissioners' Meeting Minutes

Commissioner Laurie Fellers moved for approval of the Minutes, seconded by Kacy Johnson; the Board unanimously approved the Minutes from August 16, 2018 as written.

V. **Item for Discussion & Approval**

A. Approval of Voucher Report August 1, 2018 to September 30, 2018

All questions raised by the Commissioners were addressed by staff.

Commissioner Kacy Johnson moved for approval of the Voucher Report, seconded by Commissioner Dona Cowan; the board unanimously approved the Voucher Report for August 1, 2018 to September 30, 2018.

B. Resolution No. 46I: Adopting the Annual Civil Rights Certification Required in Conjunction with the Receipt of the Federal Fiscal Year 2018 Allocation of Funds from the HUD Capital Fund Program.

On motion by Commissioner Kacy Johnson and second by Commissioner Dona Cowan, the board unanimously approved Resolution No.461, with date amended to October 18, 2018.

VI. Reports

- A. Financial Report for August 2018
Tesh Assefa, Manager of Financial Planning and Reporting, briefed the Board on the Financial Reports for August 2018, as contained in the meeting packet.
- B. Housing Management Report for August and September 2018
Kimberly Sayavong, Property Manager presented the Housing Management Reports as contained in the meeting packet.
- C. Briefing on Energy Performance Contract Eligibility
Beth Pearson, Director of Real Estate Initiatives, briefed the Board on the Energy Performance Contract eligibility review status.

All questions raised were addressed by staff.

VII. New Business

- A. Yichuan Zhao announced that the Housing Authority had again received a High Performer Status rating.
- B. Tesh Assefa clarified the response given to a question during the last meeting regarding the financial reports

VIII. Next Meeting

The next meeting will be held Thursday, December 20, 2018.

IX. Adjournment

There being no further business before the Board of Commissioners, the meeting was adjourned at 11:35 a.m.

THE HOUSING AUTHORITY OF THE
CITY OF SEDRO-WOOLLEY

LAURIE FELLERS, Chair
Board of Commissioners

STEPHEN J. NORMAN
Executive Director