

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

February 18, 2015

I. Call to Order

The 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 Wednesday, February 18, 2015 in the Community Room of the Hillview Apartments.

II. Roll Call

Present: Commissioner Laurie Fellers, Vice-Chair; Commissioner Kacy Johnson and Commissioner K. B. Johnson

Excused: Commissioner Reta Stephenson

Staff: Nikki Parrott, Jody Stewart, Bill Cook, Jeff Friend and Jessica Olives

III. Approval of Minutes

Chair Fellers called for approval of the minutes of the December 18, 2014 Board of Commissioners' Meeting Minutes. Commissioner Kacy Johnson moved for approval of the minutes, seconded by Commissioner K.B. Johnson. The motion to approve the minutes unanimously passed.

IV. Consent Items

A. Approval of Voucher Report – December 1, 2014 to January 31, 2015

The Voucher Report for December 1, 2014 to January 31, 2015 was presented to the Board of Commissioners as contained in the meeting packets.

Commissioner Kacy Johnson moved for approval of the vouchers, seconded by Commissioner KB Johnson and the motion unanimously passed.

V. Resolution for Discussion & Approval

None.

VI. Financial Reports

A. December 2014 Financial Report

Jeff Friend, Financial Reporting Manager, briefed the Board on the December 2014 Financial Report as was contained in the meeting packets.

B. Fourth Quarter Summary Write-Offs

Mr. Friend also briefed the board on the fourth quarter of the 2014 Summary Write-offs as was contained in the meeting packets.

V. Housing Management Report

Jody Stewart briefed the Board of Commissioners on the Housing Report for December 2014 and January 2015 as was contained in the meeting packets. Ms. Stewart reminded the board that Real Estate Assessment Center (REAC) will be conducting physical inspection of properties.

VI. Capital Construction Report

Nikki Parrot, Director of Capital Construction & Weatherization, briefed the Board on the status of Capital Funds and discussed details relating to the installation of the flat roof. Ms. Parrot stated that a roofer will be hired for this project and will be available for bid early summer, in order for the work to start in August or September.

VII. New Business

Bill Cook, Director of Public Housing, provided an annual meeting schedule listing agenda items for the board's review and consideration. Mr. Cook also mentioned that staff will give a presentation on the Non-smoking policy at the next meeting in April.

IX. Adjournment

There being no further business before the Board of Commissioners, the meeting was adjourned at 11:30 am by a motion from Commissioner Kacy Johnson, seconded by Commissioner KB Johnson, with the motion passing.

THE HOUSING AUTHORITY OF THE
CITY OF SEDRO-WOOLLEY

/S/

LAURIE FELLERS, Chair
Board of Commissioners

/S/

STEPHEN J. NORMAN
Executive Director