

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

Thursday, June 15, 2017

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 10:50 a.m. on Thursday, June 15, 2017 in the Community Room of the Hillsvue Apartments, located at 830 Township Street, Sedro-Woolley, WA 98284.

II. Roll Call

Present: Commissioner Laurie Fellers (Chair), Commissioner Reta Stephenson (Vice-Chair), Commissioner Tahlia Honea and Commissioner Lee Elliot
Excused: Commissioner Kacy Johnson

III. Approval of Minutes

- A. April 20, 2017 Board of Commissioners' Meeting Minutes
- B. June 2, 2017 Board of Commissioners Special Meeting

Commissioner Reta Stephenson moved for approval of the minutes, seconded by Commissioner Tahlia Honea. The Board unanimously approved the minutes from April 20, 2017 and June 2, 2017.

IV. Consent Items

- A. Approval of Voucher Report April 1, 2017 to May 31, 2017

Commissioner Reta Stephenson moved for approval of the consent agenda, seconded by Commissioner Tahlia Honea. The Board unanimously approved the Voucher Report for April 1, 2017 through May 31, 2017.

V. Resolution for Discussion & Approval

- A. Resolution No. 478: Authorizing changes to the Public Housing Admissions and Continued Occupancy Policy relating to the Income limits

Bill Cook, Director of Public Housing, presented Resolution No. 478 and explained the revisions made to the Admissions and Continued Occupancy Policy in relation to income limits.

On motion by Commissioner Reta Stephenson and second by Commissioner Tahlia Honea, the board unanimously approved Resolution No. 478.

VI. Reports

- A. Energy Performance Contract – Project Briefing Continued
This item was removed from the agenda.

B. Financial Report for April 2017

Jeff Friend, Financial Reporting Manager, briefed the board on the Financial Reports for April as contained in the meeting packets.

All questions raised by Commissioners were addressed by staff.

C. Housing Management Report April & May 2017

The Housing Management Report for April and May 2017 was presented to the Board by Property Manager, Kimberly Sayavong.

All questions raised by Commissioners were addressed by staff.

IX. **New Business**

Bill Cook introduced Senior Construction Project Managers Heath MacCoy and Patrick Kaapana from the Capital Construction and Weatherization department. Mr. Kaapana explained that the two will be reviewing the buildings to analyze repairs and upgrades that will need to be made in the near future. Mr. MacCoy mentioned that a report would be submitted to the board highlighting the recommended upgrades/repairs.

XII. **Adjournment**

There being no further business before the Board of Commissioners, the meeting was adjourned at 11:26 a.m.

THE HOUSING AUTHORITY OF THE
CITY OF SEDRO-WOOLLEY

/S/

LAURIE FELLERS, Chair
Board of Commissioners

/S/

STEPHEN J. NORMAN
Executive Director