

SPECIAL HOUSING AUTHORITY OF THE CITY OF SEDRO-WOOLLEY
BOARD OF COMMISSIONERS
MEETING MINUTES
Thursday, October 9, 2025

I. Call to Order

The special meeting of the Board of Commissioners of the Sedro-Woolley Housing Authority was called to order by Vice Chair Debra Lancaster at 10:55a.m., on Thursday, October 9, 2025.

Introductions around the room.

II. Roll Call

Present: Commissioner Debra Lancaster, Commissioner Kevin Riley, Commissioner Mario Padilla, Commissioner Danielle Fontaine and Mayor Julia Johnson.

III. Public Comment

No public comment.

IV. Election of Officers:

- A. Chairperson – Debra Lancaster
- B. Vice-Chair – Kevin Riley
- C. Secretary-Treasurer – Robin Walls

Commissioner Danielle Fontaine moved, seconded by Commissioner Mario Padilla; the Board unanimously approved the Election of Officers.

V. Approval of Minutes

- A. June 26, 2025

Commissioner Debra Lancaster moved for approval of the Minutes, seconded by Commissioner Kevin Riley; the Board unanimously approved the Minutes from June 26, 2025.

VI. Action Items for Discussion & Approval

- A. Approval of Voucher Report June 1, 2025 to July 31, 2025

Questions of Commissioners were answered.

Commissioner Kevin Riley moved for approval of the Voucher Report, seconded by Commissioner Debra Lancaster; the board unanimously approved the Voucher Report for June 1, 2025 to July 31, 2025.

- B. Approval of Voucher Report August 1, 2025 to September 30, 2025

Questions of Commissioners were answered.

Commissioner Kevin Riley moved for approval of the Voucher Report, seconded by Commissioner Debra Lancaster; the board unanimously approved the Voucher Report for August 1, 2025 to September 30, 2025.

C. Resolution No. 505 – A Resolution Approving SWHA's 2025-2029 Capital Fund Program 5-Year Action Plan

Questions of Commissioners were answered.

Commissioner Mario Padilla moved, seconded by Commissioner Danielle Fontaine; the board unanimously approved Resolution 505.

D. Resolution No. 506 – A Resolution Adopting the SWHA 2026-2030 Five-Year Public Housing Agency Plan

This outlines the agencies mission and long-term goals. This is every five years. This was out for public comment for 45 days and we had a public hearing this morning before this meeting. Positive feedback from folks that live here. We posted flyers and encouraged the residents to have a resident advisory board and there was a lot of interest in moving this forward.

Questions of Commissioners were answered.

Commissioner Danielle Fontaine moved, seconded by Commissioner Kevin Riley; the board unanimously approved Resolution 506.

VII. Reports

A. Financial Report for August 2025

Sean Lay, Financial Reporting Manager talked about the highlights of the report.

B. SWHA Audit Report – December 31, 2024

Saeed Hajarizadeh, Executive VP of Administration gave a summary of the audit.

This was a clean audit with no findings.

C. Housing Management Report for August/September 2025

Nancy Cibrian-Perry, Regional Manager, gave details for the Housing Management Report.

D. Funding Stability

Andria Lazaga, VP of Compliance and Policy gave a presentation of the Sedro-Woolley Housing Authority Funding Stability.

- 3rd smallest HA in WA
- 80 units
- 100% Public Housing
- +50 Years old (built in 1971)

Commissioner Kevin Riley moved for approval of the Voucher Report, seconded by Commissioner Debra Lancaster; the board unanimously approved the Voucher Report for August 1, 2025 to September 30, 2025.

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- ✓ National Public Housing Funding
- ✓ Sedro-Woolley Operating Revenues. Vs. Expenses
- ✓ Sedro-Woolley Capital Funding vs. Needs
- ✓ National Federal Funding Outlook
 - Public Housing funding has declined while Section 8 funding has responded to rising costs

Commissioner Kevin Riley moved, seconded by Commissioner Mario Padilla; the board unanimously approves to move forward on the Rental Assistance Demonstration model.

E. Federal Update

Robin Walls, President/CEO

- HUD has funding for October and November, prior to the shutdown. HUD operations are fine through November and there is a chance that December.
- If the shutdown goes deep into November, we would need to make active decisions. We would have a lag in when we would need to wind down operations. There is also a threat that is being made to withhold funding for operations.
- The operating fund HUD grants are due to HUD by October 21st. There is a pending class action lawsuit.
- We need to have an election of officers. We need to formalize the election. We have to have quorum. If we don't have enough meetings, there is an issue as we need to have five per year.

VIII. New Business

December meeting/Lunch

IX. Adjournment

There being no further business before the Board of Commissioners, the meeting was adjourned at 12:32 p.m.

**THE HOUSING AUTHORITY OF THE
CITY OF SEDRO-WOOLLEY, WASHINGTON**



DEBRA LANCASTER, Chair
Board of Commissioners



ROBIN WALLS
President/CEO