



Housing Authority of Okanogan County

431 5th Ave West · Omak, WA 98841 · (509) 422-3721 · fax (509) 422-1713

"Assisting residents of Okanogan County to acquire and retain affordable housing while strengthening our communities by removing barriers, empowering dignity, and building trust"

REGULAR MEETING OF THE BOARD OF COMMISSIONERS MINUTES Wednesday, January 25, 2022

Present: Becki Andrist, Anthony Gomez, Harry Best, Nancy Nash, Ex. Dir., Lois Hale (Scribe), Sarah Blinsky (CLA), Steven Judd, Auditor (Finney, Neill, & Co.)

Absent: Kelly Scalf, Yvonne Bussler-White, Laura Hernandez

Call to Order: by Becki Andrist, Board President, at 5:38 pm.

Comments: None

Approval of Consent Agenda and Minutes of Prior Meeting:

MOTION to approve the consent agenda and minutes from prior meeting was made by Harry Best, second by Becki Andrist.

Vote: unanimously approved.

NEW BUSINESS:

1. **2020 Audit Report** was presented by Stephen Judd, Auditor, Finney, Neill, & Co.

2. **Approval of Resolution #2022-01 Budget FY 2022** –

MOTION: to approve Resolution #2022-01 (2022 budget) as presented was made by Anthony Gomez, seconded by Harry Best.

Discussion: Nancy submitted a budget by property. Does not include new rent increases for 2022. May propose changes at the May 2022 meeting to the rent schedule to include the 2022 Rent Limits of the Housing Trust Fund and the Housing Finance Commission. Twisp Gardens has a negative because improvements come out of reserves. Income is not included in the budget unless it is a sure thing.

Vote: unanimously approved.

3. **Acquisition opportunities discussion** – Nancy has been approached by the owner of 2 housing complexes who is interested in selling to the Housing Authority. Details will follow. Nancy asked if the board would like to pursue this for funding. If yes, she will work on potential funding sources and a feasibility study. Becki suggested the feasibility study should be done before the board considers acquisition. Nancy will do that before the next meeting.

FINANCIAL REPORTS:

1. **November 2021:** Nancy submitted the report in the board packet. Fraud report is still fairly high. Cariboo Trails rehab is being finished so units can be placed in service again. Overall, running strong. No questions from the board.

2. **Board Finance Committee Report: Approval of Bills, Payroll and Communications** – Becki Andrist reviewed all documents. One report was missing but will be finished this week.



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MOTION: to approve the November financial reports was made by Harry Best, seconded by Anthony Gomez.

VOTE: unanimously approved.

- 3. Executive Director's Report (oral)** by Nancy Nash was presented to the board. 5-yr strategic plan accomplishments were noted: Personnel policy is 3 years old and should be reviewed again. For now, the goal of the Housing Authority owning its own office is not needed and will be tabled. Cascade Crest is being worked on. \$1.6M is being paid to landlords throughout Okanogan County and going into the Okanogan County economy through the various voucher programs the agency administers. A Housing Navigator was hired to assist with managing the increased number of units. Very few rentals are available throughout the county. "A good employee is like a 4-leaf clover; hard to find and lucky to have."

OLD BUSINESS:

- 1. Personnel Policy committee report:** request for board approval to submit current policy to HR legal counsel for compliance with new HR laws.

MOTION to approve sending personnel policy to HR legal counsel was made by Anthony Gomez, seconded by Harry Best.

Discussion: Personnel committee was working on updates and realized it has been 3 years since it was reviewed by HR legal counsel. Committee will follow up on any recommendations submitted by counsel.

VOTE: unanimously approved.

- 2. Grand opening of Meadow Point** – Were looking at early Feb but with COVID, suggest postponement to March or April. Could wait for Meadow Lark and combine. Warmer weather makes sense.

- 3. Rent Arrears Report** – Letter has been sent to tenants in arrears and a majority of the tenants started making a monthly payment against their deficit. Two tenants are still a concern; one may be evicted for various non-compliance issues.

Adjournment:

MOTION to adjourn was made at 6:49 by Harry Best, seconded by Anthony Gomez. Vote: Unanimously approved.

Next Meeting: February 23, 2022 @ 5:15 pm.

Minutes compiled by Lois Hale, Scribe

Board Signature: _____



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