



# Housing Authority of Okanogan County

431 5<sup>th</sup> 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, June 23, 2021

**Present:** Harry Best, Becki Andrist, Kelly Scalf, Anthony Gomes

**Absent:** Yvonne Bussler-White, Laura Hernandez

**Others Present:** Collin Thompson, Office of Rural and Farm Worker Housing; Nancy Nash, Executive Director; Lois Hale, Scribe; Justine Salazar, WorkSource Okanogan; Ashley Ball, tenant of Cariboo Trails Apts.

**Call to Order:** at 5:15 by Kelly Scalf

**Public Comments:** a letter was received addressed to the board. Kelly has referred the letter back to HAOC staff for action and resolution.

### Approval of the Agenda:

Motion: Becki Andrist

Second: Harry Best

Vote: Passed and carried.

### Approval of Minutes of Prior Meeting: May 26, 2021.

Motion to approve minutes as presented.

Vote: Failed

Discussion: Financial Report should have been stated as for February 2021.

Motion: To approve corrected minutes from the May 26 meeting by Harry Best.

Second: Becki Andrist

Vote: Passed and carried.

### FINANCIAL REPORTS:

**Board Finance Committee Report:** Kelly Scalf reviewed the financial reports and states that everything is in order.

#### March and April Financial Reports:

Motion: To approve the March and April Financial Reports was made by Becki Andrist

Second: Harry Best

Vote: Passed and carried.

**2020 Audit Progress Report:** Nancy stated that the Housing Authority has until July to complete the 2020 Audited Financials. Audit is progressing well.

**Income Statement:** No major deviances from forecasted expenses for the year. Continue to see increase in rehab expenses (Cariboo Trails).

**Balance Sheet:** Net income is improving significantly due to developer's fee being received from Meadow Point and Meadowlark developments.





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**Property Comparison Report:** COVID fund has no new income this year; funds have been spent and account will be zeroed out. Section 8 Emergency Vouchers will start to show on next month's spreadsheet. Nancy stated that HAOC will not qualify for any of the current COVID funding. A notice has been sent to all tenants that if they are behind in rent to apply to Community Action for assistance. Meadowlark will not be on the spreadsheet until the project is complete.

## EXECUTIVE REPORT:

**Emergency Housing Vouchers (EHV):** Carrie reported that there are only 15 vouchers allocated to our agency, which begin July 1<sup>st</sup>. HAOC is working with Community Action and the Support Center; all referrals must come from Community Action, which screens applicants. Awards will be made on first come, first served basis using the Okanogan County Coordinated Entry Program. Implementation may be difficult due to number of applicants and number of vouchers that are already on the street looking for a place to rent. The voucher holders must find housing in the marketplace and very few rentals are available at this time. HAOC will hire a housing navigator to assist with applications. An MOU between Community Action, the Support Center and the HAOC has been signed for the implementation of the referral process for the EHV vouchers.

**Human Resources:** The Bilingual Housing Navigator position is currently posted on our website, WorkSource and was published in the local paper.

**Development Updates:** Collin presented information regarding Purchase and Sale Agreement for Peachtree and Elmwood. Rural Development reviews application and sends it to underwriting and then to the Office of the General Council for review. The approved packet then goes to closing, about 114 days from today. PSA has a closing date of Aug 17<sup>th</sup>, which is a month earlier than the paperwork can be finished. An extension will need to be requested from the seller or pull out of the deal (without loss of the earnest money).

**Board Orientation:** Kelly presented information for board members about public meetings (RCW 4230).

**Governor's Moratorium Extension:** Governor Inslee announced today a bridge from the state to help those behind in paying rent. HAOC has approximately \$8,000 of rental arrears across all the units.

**Reopening the Agency:** Nancy is currently recommending continuing distance business.

## NEW BUSINESS:

**Resolution 2021-05:** To adopt the revised Chapter/Sections of the Administrative Plan for the Section 8 Housing Choice Voucher Program, VASH vouchers, 5-Year Mainstream Program, and the Emergency Housing Voucher (EHV) programs.

**Motion:** To approve the resolution by Becki Andrist

**Second:** Anthony Gomes

**Vote:** Passed and carried.

## Adjournment:

**Motion:** To adjourn by Harry Best

**Second:** Anthony Gomez

**Vote:** Passed and Carried.

**Next Meeting:** 7/28/21 at 5:15 pm via ZOOM

*Laura Hernandez B.*



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