



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, August 25, 2021**

**Present:** Laura Hernandez, Kelly Scalf, Harry Best, Nancy Nash (Executive Director), Lois Hale (Scribe)

**Absent:** Anthony Gomes, Yvonne Bussler-White, Becki Andrist

**Comments:** Board responded to the resident inquiry from last meeting.

**Call to Order:** 5:17 by Kelly Scalf

**Approval of Agenda and Prior Meeting Minutes:**

Motion to approve the agenda and prior meeting minutes was made by Harry Best, 2<sup>nd</sup> Laura Hernandez; motion carried.

**FINANCIAL REPORTS (copies sent in board packets):**

**Board Finance Committee Report:** Kelly reviewed all June items. Payment of \$8,398 was made to the Dept. of Commerce as repayment to TBRA program (one tenant was admitted into the TBRA program in 2019 who did not qualify so money has to be returned).

Motion to approve Finance Committee Report was made by Harry Best, 2<sup>nd</sup> by Laura Hernandez; motion carried.

**June 2021 Financial Report:** Pine Meadows reimbursement for staff cost is on hold while Sara is on maternity leave. Accounting fees increased in June due to auditing costs. Property Comparison Report: Chelan Housing Authority owes HAOC for port-ins. \$42,000 received from insurance company has been received for rehab of unit; should be ready for move in as of Sept 1<sup>st</sup>.

Motion to approve June Financial Report was made by Harry Best, 2<sup>nd</sup> by Laura Hernandez: motion carried.

**2020 Audit Progress Report:** No discrepancies at all so far in the bookkeeping and reporting side. However, the auditor is giving a finding due to not representing Meadow Point as a separate entity. Also, CLA had a significant delay in providing information for auditors. State auditors audited the independent auditor’s work and it was approved as presented.

**EXECUTIVE REPORT (copies sent in board packets):**

**Property Management:** Meadow Point is delayed; two-week wait for cabinet installers and painting crew not available. First two buildings may be ready for occupancy by October 1<sup>st</sup>. Meadow Lark has been allocated \$100,000 by County Commissioners to apply to the construction deficit. Elmwood and Peachtree: an amendment to the Purchase and Sale Agreement was received at the 11<sup>th</sup> hour. New closing date is December 3<sup>rd</sup>, 2021. Paperwork is finished and applications have been submitted to reviewers. A reminder letters have been sent to clients with rent arrears and tenants have gone to Community Action for assistance.



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**OLD BUSINESS:**

**Board Orientation:** Nancy continued to review RCWs pertaining to board meetings.

**NEW BUSINESS:**

**Executive Session for 15 minutes:**

Motion to go into Executive Session for 15 minutes was made by Harry Best at 6:03 pm, 2<sup>nd</sup> by Laura Hernandez; motion carried.

Motion to return to Regular Meeting was made by Laura Hernandez at 6:11 pm, 2<sup>nd</sup> by Harry Best; motion carried.

No decisions were made during the executive meeting.

**Project Management Service Agreement between HAOC and ORFH:** Board packet included a decision form plus MOU for project management services with ORFH.

Motion to approve the MOU between HAOC and ORFH for property management was made by Harry Best, 2<sup>nd</sup> by Laura Hernandez; motion carried.

**Resolution 2021-06 Authorizing the development of affordable housing in the Methow Valley:**

Motion to approve resolution 2021-06 was made by Laura Hernandez, 2<sup>nd</sup> by Harry Best; motion carried. Kelly encouraged consideration of transportation availability for the proposed new housing.

**Resolution 2021-07 approving HUD 2022 Payment Standards with increase of 110% as allowed by HUD:**

Motion to approve resolution 2021-07 was made by Laura Hernandez, 2<sup>nd</sup> by Harry Best; motion carried. 110% allows voucher holders to be a little bit more competitive in the marketplace. This will affect incoming tenants and those that are receiving yearly certification. New rates will be in effect Oct 1, 2021.

**Adjournment:** At 6:28 pm by Kelly Scalf.

**Next Meeting:** Wednesday, September 22, 2021 @5:15. Preliminary budget may be included in the packet.

*Kelly Scalf, Board Chair*



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