



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, September 28, 2022**

**Present:** Becki Andrist (Chair), Laura Hernandez, Harry Best, Dr. Smith, Nancy Nash (Executive Director), Serena (Staff) Lois Hale (Scribe)

**Absent:** Kelly Scalf, Anthony Gomez

**Call to Order:** Meeting was called to order at 5:17 pm by Becki Andrist

**Approval of Consent Agenda and Minutes of Prior Meeting:** Motion to approve the agenda and minutes made by Harry, seconded by Laura, Motion carried.

**Chair Comments:** Becki stated that the WA State Finance Commission is holding a conference this weekend and Nancy and staff are being honored as “Friends of Housing” at that meeting.

**Board Comments:** Harry announced that he is now living out of the county and is resigning from the board effective next month.

**Public Comments/Correspondence:** 5:30 – 5:55. Dr. Smith recused himself due to a conflict of interest.

A letter was received from an applicant that was rejected due to not meeting the housing eligibility criteria. He complained that he has not received documentation that the board is not required to give him. Housing Authority Policy has been followed. It appears that he wants the policy changed to accommodate him. The other issue is that he emailed the state Director for HUD because he is not receiving an extension, (which would be against agency policy). Serena explained the application and extension policy/process and how it applies to applicants. He has been advised to reapply when the wait list is reopened. There are currently 55 people on the wait list. When is reopened, about 150 applications are usually received. Serena has been sending him notices of any units available that she hears about or sees online. There is no board decision to be made; agency cannot make an exception to agency policy for one applicant. The policy would need to be revised and Serena explained why that would not be a good thing to do.

**Public Hearing** regarding changes to Administrative Plan of the Housing Choice Vouchers (Section 8) and Tenant Based Rental Assistance (TBRA) vouchers program: No one from the public submitted comments.

**NEW BUSINESS:**

**Board discussion on comments received from public comments:** None received. No member of the public was present at the meeting. Resolution will be presented at the next meeting. Becki will not be in attendance but will review all financial documents prior to the meeting.

**Resolution 2022-09 – Increasing 2023 Fair Market Rent:**

**MOTION:** to approve increasing 2023 Fair Market Rent to 110% of income by Harry Best, second by Dr. Smith. Motion carried.

**FINANCIAL REPORTS:**



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**Board Finance Committee Report:** Becki Andrist reviewed all reports today; everything was good. Process is getting more streamlined all the time.

**MOTION:** to approve the Bills, Payroll, and Communications for August was made by Harry Best, second by Laura Hernandez. Motion carried.

**Financial and Administrative Report:** Nancy Nash

Properties: Cariboo Trails has 3 vacancies but will be filled when rehab work is finished. Twisp Garden: no vacancies. One will be vacant the 1<sup>st</sup> of October; no idea of condition and rehab needs. Iron Straw: none. Pine Meadows: 2 vacancies which need to be rehabbed. Sagebrush or Country Home: none. Pateros Garden: 1 as of Oct 1<sup>st</sup>. Will start rehabbing units are they become available. Elmwood: 1 vacant unit; waiting for remediation/bids. Rural Development has a rule that residents cannot be over or under housed so some tenants are being shuffled as units become available. Site managers do much of the work. Elmwood manager is talented in fixing things which saves the agency a lot of money. Peach Tree: no vacancies. Meadow Lark will be filled Oct 1<sup>st</sup>.

Rent Arrears: starting to receive money from Twisp Gardens tenant but not from Cariboo Trails resident (tenant owes about \$12,000).

Vouchers Report: Veteran Outreach is being organized throughout the county through the month of October. Nancy received a new contract with Dept of Commerce due to increased cost of housing moving up to 80% of median income of Okanogan County.

Community Outreach:

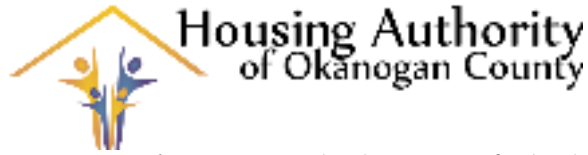
- Serena went to Tonasket to connect with a landlord in the Loomis and Tonasket area.
- Nancy received an invitation from Methow to be a member of their group.
- Okanogan County Coalition has been requested to use county homeless fund to hire a homeless outreach person. Hoping to help the county and commissioners to identify funding opportunities that are needed.
- Tomorrow Nancy will be presenting to Methow School Board regarding new project in that area.
- She is also working with FYRE Foundation in Omak who received a Dept. of Commerce grant to develop a housing project for youth in the Omak/Okanogan area.

Human Resources Report: Sept 16<sup>th</sup> was the last work day for the Housing Navigator. Would like to continue to use her as a contracted employee. Looking for a replacement who has a passion for housing and is bilingual.

Developments Update:

- Nancy wants to arrange a date in January or February for a board Strategic Planning meeting for about 3 hours.
- Nancy received a scholarship for a 2-night stay at the Davenport Hotel.
- Budget time for Rural Development; due Friday.
- Operations Supervisor is handling many of the tenant issues.
- 8609 Tax Credit Allocation has been received so Meadow Lark can move to a permanent loan.






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- Nancy is dealing with issues related to noncompliant tenants and the effect that has on the morale of other tenants.
- Starting bimonthly meeting with development team for the Wild Rose project.
- Meadow Lark office had a break-in and a computer was stolen.

**Adjournment:** Meeting adjourned at 6:27 pm by Harry, seconded by Dr. Smith. Motion carried.

**Next Meeting:** October 26, 2022

Minutes compiled by Lois Hale.

 Board signature



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