



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, February 22, 2023

Present: Dr. Brendan Smith, Rita Kessell, Jimmy Relaford, Laura Hernandez (Vice Chair), Anthony Gomez, Nancy Nash (Executive Director), and Lois Hale (scribe)

Absent: Becki Andrist (Chair)

Call to Order: at 5:15 by Laura Hernandez

Public, Chair, or Commissioner Comments/Correspondence: None.

Approval of Consent Agenda and Prior Meeting Minutes:

MOTION: to approve the Consent Agenda and prior minutes with name corrections was made by Dr Smith, seconded by Rita Kessell.

VOTE: Motion carried.

FINANCIAL REPORTS:

Approval of Bills, Payroll, and Communications (Nancy Nash): November and December have been reviewed and approved by Laura Hernandez.

MOTION to approve Bills, Payroll, and Communications was made by Rita Kessell, seconded by Dr. Smith.

VOTE: Motion carried.

Finance Report for income and expenses: presented by Nancy Nash. Balance Sheet is as expected. Rent increases are starting to bring a better cash flow for 2023. Income Statement for January shows a positive net cash flow of \$23,920.00. Rita asked about TBRA, which shows a negative balance. Nancy explained that Commerce is usually a month or two behind with payments, which causes the negative balance.

NEW BUSINESS:

Accountability (three-year audit report): The auditors sent a clean audit report to the board with a few management recommendations for the agency to consider in their practice. Nancy is in the middle of submitting the Meadow Point audit and REAC report.

Homeless Coordinated Entry report and MOU with Community Action: This MOU is required by Commerce which provides an entry point for the homeless population. It is a web-based wait list and TBRA services are awarded through that portal. There is no financial cost to the agency.

MOTION: To authorize Nancy to sign the MOU with Community Action on behalf of the agency was made by Dr. Smith, second by Rita Kessell. Motion carried.

Approval to open reserves, security deposits and checking bank accounts for Pioneer Gardens (in process to purchase) at Wells Fargo Bank:

MOTION: To authorize Nancy to open the bank accounts at Wells Fargo with current account signators for Pioneer Gardens was made by Rita Kessell, seconded by Jimmy Relaford. Motion carried.



EQUAL HOUSING
OPPORTUNITY

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Jimmy asked where the money comes from for these accounts. Nancy explained that the account number is submitted to escrow and money is deposited into the account.

Anthony asked if all agency accounts are with Wells Fargo. Nancy explained that two accounts are with North Cascades Bank. HUD's money has to go to a Wells Fargo account. Anthony questioned if some banks have advantageous programs that might benefit the agency. Nancy agreed that would be a good thing to research.

Approval of Resolution 2023-03 for the approval of SEMAP yearly report to HUD:

MOTION: to approve the Resolution 2023 for the approval of the SEMAP Report was made by Dr. Smith, second by Rita Kessell. Motion carried.

Nancy presented training about SEMAP to the board. This is the first time since 2019 that housing authorities are required to do a SEMAP report. This report is an assurance to HUD that the agency is doing the work that it is supposed to be doing and according to regulations.

Nancy recently went to Olympia and submitted a request with Rep. Maycumber to receive funding for Wild Rose in the Methow. Rep. Maycumber signed the request and submitted to the proper channel to ask for the funding. Nancy also emailed the funding ask to others in Olympia and in the Methow. Advocacy-wise Nancy feels everything has been done that can be done to promote the project. She is going to be doing an in-depth presentation soon to the Methow Housing Board. Nancy is looking for other venues to secure funding for the development of this project.

Adjournment: Meeting adjourned at 6.15 pm.

Next Meeting: March 22, 2023 at 5:15 pm.

A handwritten signature in black ink, appearing to be "Rita Kessell", written in a cursive style.



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