

MINUTES

I. CALL TO ORDER

The meeting was called to order at 8:30 a.m. Commissioners present were: Vicki Carr, Scott Meyers, Steve Vradenburg, Kaylin Bettinger, Joanne Coleman Campbell, Shayne Magdoff, Clay Brandenburg, Alan Beidler and Al Schuster. Commissioners Vanessa Saldivar and John Bryant were excused. Staff representatives present were Executive Director, Alicia McRae; Accounting Manager, Toni Peterson; Director of Asset Management, Kevin King and Finance Director, Joanna Tepley. Sasha Sleiman, incoming executive director, attended as a guest.

II. PUBLIC COMMENT (None)

III. ADMINISTRATIVE AFFAIRS

A. MINUTES

On a motion by Vicki Carr and seconded by Alan Beidler, the board unanimously approved the minutes of July 24, July 29 and August 1, 2024.

B. FINANCIAL STATEMENT

Joanne Coleman Campbell made a motion to accept the draft financials for June, 2024. The motion was seconded by Clay Brandenburg and carried unanimously.

C. VOUCHERS

Vouchers audited and certified by the auditing officer as required by RCW 42.24.090, and those expense reimbursement claims certified as required by RCW 42.24.080, have been recorded on a listing made available to the Board. (See attached). As of July 31, 2024, on a motion by Steve Vradenburg and seconded by Clay Brandenburg and carried unanimously, payment was approved for the vouchers included in the above referenced list and further described in the following table:

ACCOUNT	From	To	TOTAL
Operating/S8 Hap Checks	69090	69222	
General/S8 HAP ACH #	25314	25470	\$1,020,309.73
EFT	July 1	July 31	\$ 617,713.98
TOTAL			\$1,638,023.71
Garten Haus LLLP	39521	39532	\$ 30,827.15
GH EFT	July 1	July 31	\$ 20,739.64
Emerson Manor LLC	43326	43342	\$ 55,497.59
EM EFT	July 1	July 31	\$ 27,220.69
Mountainview LLLP	40182	40197	\$ 117,252.96
MTVW EFT	July 1	July 31	\$ 7,448.23
EG Reserves		25949	\$ 5,678.87
WII Reserves		25948	\$ 35,815.00
CP Reserves		25951	\$ 1,058.00

VDR Reserves	25952	\$ 13,952.50
GG Reserves	25950	\$ 3,121.62
HG/CP Reserves	25953	\$ 17,821.61
Total Reserves		\$ 77,417.60
GRAND TOTAL		\$1,974,666.07

IV. REPORTS

A. Chairperson's Report

Shayne introduced incoming executive director, Sasha Sleiman. Board members introduced themselves to Sasha.

Shayne stated that the pallet shelters are not ready for occupancy.

Shayne thanked Steve Vradenburg and Cashmere Valley Bank for a \$500 donation to the Housing Authority.

B. Director's Report

Alicia informed the board that the Housing Authority received \$35,000 in additional VASH funding that can be used to bolster services.

Alicia stated that the Housing Authority entered in to an MOU with DCYF and Catholic Charities, for the purpose of providing referrals and case management services for FYI vouchers.

Alicia distributed a press release regarding her retirement that will be released after the board meeting.

C. Finance Report

Joanna stated that the audit is nearing completion and that she anticipates 2 findings pertaining to inspections. She is currently working through a discrepancy provided by Novagradic.

Accounts receivable is still working to decrease outstanding rent by 50%.

The process to digitalize maintenance is on-going.

Responding to a question from Clay, Joanna stated that the new website is very close to completion.

D. Development Report

Kevin responded to a question about the updated handicap ramps at the Applewood.

Village Inn in Leavenworth is moving forward. We will be requesting a waiver from Commerce, allowing them to fund \$2 million over the \$5 million cap. Sasha suggested contacting the Chamber of Commerce to discuss the project with them. Kaylin volunteered to be part of the conversation. Kevin will reach out.

Kevin informed the board that the guest parking at Entiat Gardens is now permit parking only. It is anticipated that this will cut down on unauthorized persons utilizing that area for illegal purposes. A camera will also be installed at the top of the driveway.

Clay requested that the staff consider working with other housing authorities to create legislation that would eliminate the required use of prevailing wage on affordable housing projects. Kaylin added that this has been addressed by the legislature many times, but does not go very far.

ADJOURNMENT

The meeting was formally adjourned at 9:16 a.m.

Alicia McRae,
Secretary

Approved as Written:

Board Signature Here