

A regular meeting of the Board of Commissioners of the Walla Walla Housing Authority was held Monday, August 24, 2009, Galbraith Gardens Apartments, 343 Catherine St, Walla Walla, WA., commencing at noon.

Present

Bob Zagelow, Vice Chair
Cathie Antle, Commissioner
Elizabeth Humphrey, Commissioner
Mark Kajita, Commissioner
Steve Woolley, Commissioner
Dominick Elia, Councilman, Ex-Officio
Renée Rooker, Executive Director/Secretary

Absent

Brian Jones, Chair

Staff

Don Schwerin, WWHA Vice President Finance

Vice Chair Zagelow called the meeting to order.

Commissioner Kajita moved and Commissioner Antle seconded to adopt the consent agenda as presented. Passed unanimously.

Minutes of the July 27, 2009 regular meeting.
Minutes of the August 4, 2009 workshop.
Financial reports for period ending July 31, 2009 were presented.

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the Board of Commissioners.

Checks	3478 – 3598
ACH	9920 – 10354
Banner Bank totaling \$491,566.07	

An update was given on all development projects and there was no action required.

It was announced that Marjorie Terrace would receive NAHRO's Award of Excellence at its national conference in October. Board members commended staff on a job well done.

Commissioner Wooley moved and Commissioner Humphrey seconded to schedule a Board workshop for September 2, 2009 from 4:00 – 6:00 to be held in the Housing Authority's community room. Passed unanimously.

A draft concept paper developed by Port Walla Walla for the purposes of responding to the VA's Request for Proposals for the Enhanced Use Lease of the Jonathan Wainright VA Medical Center was discussed. Commissioners instructed the Executive Director to send a letter to Jim Kuntz, Port Executive Director, explaining the WWHA's involvement in the process and to request

that additional verbiage be included to address housing options for veterans and the Housing Authority's role as partner and housing developer.

Resolution #618
Revise the WWHA's Personnel Policy

<u>YEAS</u>	<u>NAYS</u>
Bob Zagelow	None
Cathie Antle	
Elizabeth Humphrey	
Mark Kajita	
Steve Woolley	

Resolution #619
Walla Walla Family Home Development

<u>YEAS</u>	<u>NAYS</u>
Bob Zagelow	None
Cathie Antle	
Elizabeth Humphrey	
Mark Kajita	
Steve Woolley	

Resolution #620
Authorization the Application Submission for the
Department of Commerce's Housing Trust Fund

<u>YEAS</u>	<u>NAYS</u>
Bob Zagelow	None
Cathie Antle	
Elizabeth Humphrey	
Mark Kajita	
Steve Woolley	

Resolution #621
Declaring Intention to Sell Tax Exempt Qualified
Bonds to Provide Financing for Foothill Homes

<u>YEAS</u>	<u>NAYS</u>
Bob Zagelow	None
Cathie Antle	
Elizabeth Humphrey	
Mark Kajita	
Steve Woolley	

The executive director provided a summary of the meeting of the Regional Weatherization Coalition and potential opportunities that may be available in the future.

The Executive Director's report was presented along with reports from administration, property management, rental assistance and maintenance. There was no action required.

Vice Chair Zagelow announced that there would be a tour of Galbraith Gardens Apartments conducted by Linda Kastning, WWHA Vice President of Development Services, at the conclusion of the meeting.

Having no other further business, the meeting was adjourned at 1:30 pm.

CHAIR

ATTEST

Secretary/Executive Director

A workshop of the Board of Commissioners of the Walla Walla Housing Authority was held Wednesday, September 2, 2009, 501 Cayuse St, Walla Walla, WA., commencing at 4:00 pm.

Present

Brian Jones, Chair
Bob Zagelow, Vice Chair
Elizabeth Humphrey, Commissioner
Mark Kajita, Commissioner
Steve Woolley, Commissioner
Dominick Elia, Councilman, Ex-Officio
Renée Rooker, Executive Director/Secretary

Absent

Cathie Antle, Commissioner

Staff

Don Schwerin, WWA Vice President Finance

Chair Jones called the workshop to order.

Don Schwerin, Vice President of Finance, walked Commissioners through the Housing Authority's financial statements on how they are presented, where the information comes from, and how programs rollup. Commissioners asked questions about how programs operated and how they were funded. It was a good exchange of information and Commissioners requested that another session be planned as the Housing Authority's operations are very complicated.

Information was provided on timelines for development from start to finish. Commissioners noted that it can take anywhere from 24 – 36 months.

A brief discussion took place on potential relations with the County Housing Authority. Commissioners were willing to participate in a joint meeting to discuss options and opportunities. It was requested that the Executive Director keep them updated as events unfold.

Having no other further discussion, the workshop was concluded at 6:20 pm.

CHAIR

ATTEST

Secretary/Executive Director