

BELLINGHAM HOUSING AUTHORITY
Board of Commissioners Regular Meeting
November 18, 2025

The Board of Commissioners of Bellingham Housing Authority (“BHA”) held a regular meeting on Tuesday, November 18, 2025 in a hybrid format. The meeting was called to order at 1:12 p.m. by Board Chair Gockley, followed by roll call. Chair Gockley declared a quorum present and the meeting opened for business.

ROLL CALL/QUORUM

Present: Commissioner Terry Bornemann
Commissioner Dave Finet **present until 2:30PM*
Commissioner Stephen Gockley
Commissioner Alana Pattermann

Absent & Excused: Commissioner Valerie Billmire

BWCHA Staff Presenters: Lindsay Burmeister, Executive Services/HR Manager
Andrew Calkins, Executive Director
Tony Casale, Director of Development
Kate Donnelly, Chief Operating Officer
Steve Grichel, Housing Programs Manager
Jana Robbins, Finance Director

Guest Presenters: Neil McCarthy, RMC Architects
Robert Wright, RMC Architects
Myriah Train, Indigo Real Estate

PUBLIC COMMENT AND RESIDENT INPUT

Paul Moore, Washington Square Resident – Washington Square residents will hold their annual Thanksgiving potluck dinner. Speakers from WECU will talk to residents about protecting themselves from scams. Thank you for bringing back the in-person option for Public Comment.

A. Guest Presentation

1. RMC Architects – Unity Street Project: Presentation

Summary Attached to the Agenda

Neil McCarthy and Robert Wright of RMC Architects provided an overview of the plan to convert the vacant commercial buildings at 202 and 208 Unity Street into 64 affordable apartments serving households at 30% – 60% of the Area Median Income.

Key discussion points included:

- Elevator capacity: Commissioner Gockley inquired as to if one elevator is sufficient. RMC explained that the industry standard is one elevator per 80 units, and the project includes 64 units.
- Community space: Commissioner Gockley inquired as to why no indoor community room was included. BHA responded that the design prioritizes maximizing residential units, which required tradeoffs in common-area spaces.

- Traffic impact: Commissioner Gockley inquired about plans for addressing potential traffic issues. RMC noted that the Public Works reviewed the vehicle load and found it acceptable. The project will also include indoor bike storage and is located near WTA transit service.

B. DISCUSSION / ACTION ITEMS

1. Resolution 2831: Approve Fiscal Year 2026 BHA Budget

Director of Finance Jana Robbins provided an overview of resolution 2831.

Approve Resolution 2831

Commissioner Bornemann moved to approve the motion

Commissioner Finet seconded the motion and Chair Gockley called the vote.

AYES: Commissioner Terry Bornemann
Commissioner Dave Finet
Commissioner Stephen Gockley
Commissioner Alana Pattermann

2. Resolution 2832: Approve 2026 BHA Maintenance Schedule of Charges

Chief Operating Officer Kate Donnelly provided an overview of resolution 2832.

Approve Resolution 2832

Commissioner Finet moved to approve the motion

Commissioner Pattermann seconded the motion and Chair Gockley called the vote.

AYES: Commissioner Terry Bornemann
Commissioner Dave Finet
Commissioner Stephen Gockley
Commissioner Alana Pattermann

3. Resolution 2833: Review and Approve Public Comment Policy

Executive Director Andrew Calkins provided an overview of resolution 2833.

Approve Resolution 2833

Commissioner Bornemann moved to approve the motion

Commissioner Finet seconded the motion and Chair Gockley called the vote.

AYES: Commissioner Terry Bornemann
Commissioner Dave Finet

Commissioner Stephen Gockley
Commissioner Alana Pattermann

C. REPORTS

1. Executive Director Report: Attached to the Agenda
 - Executive Director Andrew Calkins provided the Executive Director Report.
2. BHA Q3 Finance Report: Attached to the Agenda
 - Jana Robbins, Director of Finance, provided the Bellingham Housing Authorities Quarter 3 finance report for the Bellingham Housing Authority.
3. Low Income Housing Tax Credit Portfolio Report: Attached to the Agenda
 - Myrriah Train, Indigo Real Estate provided an update on the Low-Income Housing Tax Credit Portfolio

CONSENT ITEMS

Commissioner Bornemann moved to approve the Consent Agenda as follows:

Motion: Approve Cash Disbursement/Vouchers for the Month of October 2025.

Motion: Approve Minutes for the October 2025 Regular BHA Board meeting.

Commissioner Pattermann seconded the motion and Chair Gockley called the vote.

AYES: Commissioner Terry Bornemann
Commissioner Stephen Gockley
Commissioner Alana Pattermann

NAYES: None

D. COMMISSIONER UPDATES

None.

E. ADJOURNMENT

The public meeting was adjourned at 2:49PM

Respectfully Submitted,

Andrew Calkins

**Andrew Calkins,
Secretary/Treasurer**

ATTEST:

Stephen Gockley
Stephen Gockley (Dec 16, 2025 15:29:13 PST)

**Stephen Gockley,
Chair, Board of Commission**

9 BHA Minutes Nov

Final Audit Report

2025-12-16

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