



Notice of Regular Board Meeting
Whatcom County Housing Authority Board of Commissioners
Tuesday, November 18, 2025

Location: 321 N. Samish Way, by phone, or by zoom

Time: 1:00pm

AGENDA

- A. ROLL CALL/QUORUM
- B. PUBLIC COMMENT AND RESIDENT INPUT
Public comments are only accepted in writing and must be submitted no later than 5pm on the day prior to the meeting.
- C. REPORTS
 - 1. WCHA Q3 Finance Report (Jana Robbins, 10 minutes)
- D. DISCUSSION / ACTION ITEMS
 - 1. Authorize the Fiscal Year 2026 WCHA Budget
Approve Resolution 823 (Jana Robbins, 10 minutes)
 - 2. Approve the 2026 WCHA Maintenance Schedule of Charges
Approve Resolution 824 (Kate Donnelly, 10 minutes)
- E. CONSENT ITEMS
 - 1. Motion: Approve Cash Disbursements/Vouchers for the month of October 2025
 - 2. Motion: Approve Minutes for the month of October 2025 Regular Board meeting
- F. ADJOURNMENT

*The Bellingham Whatcom County Housing Authority Board of Commissioners will meet electronically on Tuesday, November 18, 2025. **Board Members and the public can attend this meeting via zoom or in person at the BWCHA Board Room located at 321 N. Samish Way.***

*Those who wish to provide **public comment** may send direct e-mail to publiccomment@bellingshamhousing.org and must be submitted no later than 5pm on the day prior to the meeting.*

Meeting Information

Webinar ID: 868 2734 6793

[Click Here to Join on Computer, Tablet, or Smart Phone](#) (data rates may apply)

To Join via Phone - (phone service provider rates may apply)
(253) 215-8782 (Tacoma); (206) 337-9723 (Seattle)

Whatcom County Housing Authority
3rd Quarter Budget to Actual
9/30/2025

		Month to Date Actual	Month to Date Budget	Variance	% Var	Year to Date Actual	Year to Date Budget	Variance	% Var	Annual Budget
Income										
Rental Income	1	30,582.21	28,869.64	1,712.57	5.93	294,055.80	259,826.76	34,229.04	13.17	346,435.85
Other Tenant Income	2	971.63	2,362.18	-1,390.55	-58.87	12,822.17	21,259.62	-8,437.45	-39.69	28,346.15
Grant Income	3	16,759.63	15,431.25	1,328.38	8.61	190,414.64	138,881.25	51,533.39	37.11	185,175.00
Other Income	4	0.00	2,169.92	-2,169.92	100.00	23,549.00	19,529.28	-4,019.72	-20.58	26,039.00
Total Income		48,313.47	48,832.99	-519.52		520,841.61	439,496.91	73,305.26		585,996.00
Expense										
Administrative Expense	5	34,296.98	14,528.85	-19,768.13	-136.06	157,798.90	130,759.65	-27,039.25	-20.68	174,346.57
Tenant Services Expense	6	0.00	41.67	41.67	100.00	373.20	375.03	1.83	0.49	500.00
Utility Expense	7	8,798.00	5,333.03	-3,464.97	-64.97	67,283.44	47,997.27	-19,286.17	-40.18	63,996.31
Maintenance Expense	8	31,888.08	21,060.56	-10,827.52	-51.41	212,760.51	189,545.04	-23,215.47	-12.25	252,726.98
General Expense	9	4,797.86	5,575.44	777.58	13.95	131,279.75	50,178.96	-81,100.79	-161.62	66,905.43
Total Expense		79,780.92	46,539.55	-33,241.37		569,495.80	418,855.95	-150,639.85		558,475.29
Net Income		-31,467.45	2,293.44	-33,760.89		-48,654.19	20,640.96	-69,295.15		27,520.71

WHATCOM COUNTY HOUSING AUTHORITY
Statement of Net Position
9/30/2025

		12/31/2024	9/30/2025	\$ Change	% Change
ASSETS					
<i>Current assets:</i>					
Cash and cash equivalents	1	1,348,283	1,451,289	103,006	8%
Restricted cash - tenant security deposits	2	32,059	32,078	19	0%
Restricted cash - other	3	1,260,640	1,168,203	(92,437)	-7%
Accounts receivable (net)					
Tenants	4	51,142	48,708	(2,434)	-5%
HUD	5	25,392	-	(25,392)	-100%
Miscellaneous	6	16,075	16,075	(0)	0%
Prepaid expenses	7	62,500	22,544	(39,956)	-64%
Total current assets		<u>2,796,091</u>	<u>2,738,895</u>		
<i>Non-current assets:</i>					
Restricted investments					
Notes receivable from related parties	8	2,139,202	2,139,202	-	0%
Accrued interest receivable	9	764,724	764,724	(0)	0%
Investment in related parties	10	191,940	191,940	-	0%
Net pension asset	11	33,893	33,893	(0)	0%
Capital assets					
Non-depreciable	12	1,047,245	1,082,772	35,527	3%
Net depreciable	13	2,679,478	2,683,948	4,470	0%
Total non-current assets		<u>6,856,482</u>	<u>6,896,479</u>		
Total Assets		<u><u>9,652,573</u></u>	<u><u>9,635,374</u></u>		
Deferred outflows of resources					
Amounts related to pensions and OPEB	14	55,180	55,180	(0)	0%
Total Deferred Outflows of Resources		<u><u>55,180</u></u>	<u><u>55,180</u></u>		
LIABILITIES					
<i>Current liabilities:</i>					
Accounts payable	15	112,795	151,752	38,957	35%
Tenant security deposits	16	36,327	35,392	(935)	-3%
Unearned revenues	17	943,143	935,318	(7,825)	-1%
Accrued liabilities - other	18	4,308	2,693	(1,615)	-37%
Current portion of long-term compensated absence	19	19,317	19,317	0	0%
Current portion of long-term debt					
Capital projects	20	14,942	14,942	-	0%
Total current liabilities		<u>1,130,832</u>	<u>1,159,413</u>		
<i>Noncurrent liabilities:</i>					
Accrued interest	21	34,621	34,621	(0)	0%
Bonds, notes and loans payable					
Capital projects	22	257,502	257,502	-	0%
Accrued compensated absences	23	14,063	14,063	0	0%
Other post-employment benefits	24	80,874	80,874	0	0%
Pension liabilities	25	14,009	14,009	0	0%
Total noncurrent liabilities		<u>401,069</u>	<u>401,069</u>		
Total Liabilities		<u><u>1,531,900</u></u>	<u><u>1,560,483</u></u>		
Deferred inflows of resources					
Amounts related to pensions	26	17,022	17,022	(0)	0%
Total Deferred Inflows of Resources		<u><u>17,022</u></u>	<u><u>17,022</u></u>		
NET POSITION					
Net Investment in capital assets		3,454,280	3,494,276		
Restricted		1,290,265	1,198,781		
Unrestricted		3,414,286	3,419,992		
Total Net Position		<u><u>8,158,831</u></u>	<u><u>8,113,050</u></u>		

Whatcom County Housing Authority 3rd Quarter 2025 Financial Report

Analysis – Budget to Actual Income Statement

Variiances of Year to Date over 10% are explained below.

Revenue Variances

Tenant Rent (line 1) (13.17%)

The increase in tenant rent reflects increased rents due to unreported income on various tenants. Higher incomes reflect increased rents.

Other Tenant Income (line 2) (-39.69%)

Consists of cleaning fees, late charges, damages, tenant owed utilities, miscellaneous tenant income and interest income. It can vary widely. In this case, we budgeted for damages that haven't been realized.

Grant Income (line 3) (37.11%)

We received capital grant funds that were not included in the budget for a roofing project at Bay Townhomes. Also, we have had capital revenues for playground upgrades in Baycrest, the Birches, and Sea Mist Townhomes.

Other Income (line 4) (-81%)

We budgeted for a cash flow waterfall, which we realized in April of 2025. The budget allocates the revenue equally over the year.

Expenditure Variances

Administrative Expense (line 5) (-20.68%)

Administrative expenses are up because of increased costs in salaries and benefits, auditing fees, and office rent.

Utilities (line 7) (-40.18%)

Utility expense is up for the month and the year. Most of the increase in Utilities expenses are due to water and garbage increases. Rates and usage have increased more than expected. We use the 3-year average for budgeting the utility expenses with an inflation factor. In 2025, the inflation factor was 3%.

Maintenance Expenses (line 8) (-12.25%)

Maintenance expenses are up for the year. This is mostly due to increases in material costs, as well as unexpected building contract costs in Baycrest and Sea Mist Townhomes.

General Expenses (line 9) (-161.62%)

General expenses are up based on the bad debt written off from Baycrest Homes.

Analysis – Statement of Net Position

Variations over 10% are explained below.

HUD Accounts Receivable (line 5) (-100%)

Reflects the receipt of accrued HUD accounts receivable.

Prepaid Expenses (line 7) (-64%)

Relates to costs in IT and insurance. These are booked as prepaid and allocated over the year. The reduction to this account reflects the insurance and IT used during the year.

Accounts Payable (line 15) (35%)

The increase in accounts payable reflects the timing issues between receiving invoices and paying invoices. We have changed our payment dates from weekly to twice a month, on the 5th and the 20th.

Accrued Liabilities - Other (line 18) (-37%)

Accrued liabilities other consists of payroll expenses accrued and not yet paid, as well as accrued liabilities for other properties that have not yet been paid back. These amounts fluctuate based on timing issues similar to accounts payable.



Bellingham & Whatcom County Housing Authorities

333 N Samish Way
Bellingham, WA 98225

P.O. Box 9701
Bellingham, WA 98227

MEMORANDUM

TO: Board of Commissioners

FROM: Jana Robbins, Director of Finance

DATE: November 18, 2025

SUBJECT: Whatcom County Housing Authority 2026 Operating Budget

Summary

Whatcom County Housing Authority (WCHA) contracts with Bellingham Housing Authority for the management of the authority. Overall, we are budgeting total revenues at \$882,825 and expenditures at \$770,588, resulting in an expected increase of \$112,237 to reserves.

Budget Overview

To develop the budget for 2026, BWCHA's team analyzed current and prior year revenues and expenditures and subsequently created forecasts for the coming year. These forecasts incorporate projections potential of federal funding actions, macro-economic trends, and historical costs. Also considered are changes to existing activities, new initiatives or programming, political climate with HUD, and anticipated increases in staffing and personnel needs.

The Whatcom County Housing Authority (WCHA) budget includes the following programs and properties:

- **HUD Programs**
 - Public Housing (63 Units)

- **Local Fund Enterprises Properties (Blended component units)**
 - Willow Creek (16 Units)

Public Housing

Whatcom County Housing Authority owns and operates 63 affordable housing units that are subsidized through the federal Low-Income Public Housing program. These units primarily serve families with children, people with disabilities, and seniors. Tenants at these sites pay approximately 30% of their income on rent each month.

The Public Housing program's revenues consist of rental income paid by the tenants, an operating subsidy from HUD, and other income including laundry, vending, cleaning, and nondwelling revenue. For WCHA, the operating subsidy from HUD accounts for an average of 50% of the program's total revenues and is determined based on the Operating Fund formula. This formula considers the number of occupied unit months, the number of available units, inflation levels, utility expenses, additional programs in operations, and income generated through tenant rents.

For 2026, like in BHA's public housing portfolio, we are forecasting a reduction to WCHA's operating subsidy for 2026 and assuming a modest increase in tenant rents. In general, expenditures within the public housing program are forecasted based on an inflation rate of 3%. Overall, we are projecting a slight increase to HUD reserves of \$8,988 for 2026.

Comparisons within the Public Housing program between 2025 and 2026 are below.

Annualized 2025 vs 2026 Budget Comparisons - Public Housing		
	2025	2026
Total Rents	391,425	397,881
Total Subsidy	190,942	170,637
Total Other Revenue	17,097	15,755
Total Revenue	599,464	584,273
Total Administrative Expense	172,775	191,822
Total Utility Expense	78,565	67,702
Total Maintenance Expense	282,772	254,168
Total General Expenses	113,382	61,592
Total Expenses	647,494	575,284
Residual Reserve Receipts	(48,030)	8,988
Beginning Reserves	248,144	200,114
Total Reserves	200,114	209,102

Local Fund and Blended Component Units

WCHA’s Local Fund consists of non-federalized funds used for business purposes and the expansion of new affordable housing opportunities. Revenues into WCHA’s local fund come from the operating of affordable housing properties (in the form of a cash flow waterfall). Expenses charged to the local fund include activities that cannot be directly charged to Public Housing.

WCHA has one blended component unit, Willow Creek (a tax credit property where the investor has exited the partnership). We are projecting an increase to reserves in the local fund in the amount of \$60,217, and an increase to reserves in the blended component unit of \$43,031 in 2026.

Local fund comparisons have been separated from the rollup of the blended tax credit properties below.

Annualized to Budget Comparisons - Local Fund		
	2025	2026
Total Local Fund Revenue	31,836	115,039
Total Blended Willow Creek	161,192	183,513
Total Revenue	193,028	298,552
Total Local Fund Expenses	86,867	54,822
Total Blended Willow Creek	161,191	140,482
Total Expenses	248,058	195,304
Residual Reserve Receipts	(55,030)	103,248
Beginning Reserves	1,082,853	1,027,823
Ending Reserves	1,027,823	1,131,071

The following resolution was brought before the Board of Commissioners for their consideration:

RATIFY THE AUTHORIZATION OF THE COMPREHENSIVE, AGENCY-WIDE OPERATING BUDGET FOR FY 2026 AND APPROVE CERTIFICATION OF FORM HUD-52574 (PHA BOARD RESOLUTION)

WHEREAS, the agency-wide budget has been completed for FY 2026;

WHEREAS, the Board affirms that, to the best of their knowledge, the housing authority is in compliance with assertions 1 through 6 listed on the attached form HUD-52574;

WHEREAS, the low-income housing tax credit limited partnership budgets are presented for informational purposes only, as they do not constitute wholly owned funds of the primary government; and

WHEREAS, the housing authority’s 2026 Operating Budget provides for revenues of \$882,825 and expenditures of \$770,588;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Whatcom County that the November 18, 2025 vote to authorize the comprehensive, agency-wide budget and form HUD-52574 for FY 2026, attached hereto and made a part hereof, is hereby ratified, with the tax credit budgets recognized.

DATED this 18th day of November, 2025.

Commissioner _____ moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner _____, and upon roll call, the “ayes,” and “nays” were as follows:

AYES

NAYS

The Chair thereupon declared the motion carried and the resolution adopted.

BY: _____
Stephen Gockley, Chair

ATTEST:

Andrew Calkins, Secretary/Treasurer

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 06/30/2022)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name:PHA Code:

PHA Fiscal Year Beginning:Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on:
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:
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WHATCOM COUNTY HOUSING AUTHORITY 2026 OPERATING BUDGET

	PUBLIC HOUSING	WCHA LOCAL FUND	BLENDED COMPONENT UNITS	TOTAL LOCAL FUND	TOTAL WCHA BUDGET
REVENUES					
RENTAL INCOME INCLUDING NONDWELLING	\$397,881		\$181,957	\$181,957	\$579,838
HUD SUBSIDY AND HAP GRANTS	\$170,637			\$0	\$170,637
ADMIN. FEE GRANT				\$0	\$0
OTHER REVENUES	\$15,755	\$115,039	\$1,556	\$116,595	\$132,350
TOTAL REVENUES	\$584,273	\$115,039	\$183,513	\$298,552	\$882,825
EXPENSES					
ADMINISTRATIVE SALARIES	\$109,768	\$16,225		\$16,225	\$125,993
LEGAL EXPENSE	\$750			\$0	\$750
STAFF TRAINING	\$550			\$0	\$550
TRAVEL EXPENSES & FUEL	\$302			\$0	\$302
AUDIT, ACCOUNTING & CONSULTING EXPENSE	\$23,777	\$33		\$33	\$23,810
PB-CENTRAL OFFICE COST CENTER MGMT FEES				\$0	\$0
OFFICE RENT	\$4,826			\$0	\$4,826
SUNDRY ADMINISTRATIVE COSTS	\$11,931	\$17,844	\$58,358	\$76,202	\$88,133
TEN. SVCS-CONTRACTS, BACKGRND CHECKS	\$500			\$0	\$500
TEN. SVCS-CONTRACTS, SERVICE & CABLE				\$0	\$0
UTILITIES & REFUSE	\$67,702	\$11,000	\$20,168	\$31,168	\$98,870
MAINTENANCE LABOR *	\$57,465		\$22,261	\$22,261	\$79,726
MAINTENANCE MATERIALS *	\$29,646	\$110		\$110	\$29,756
MAINTENANCE CONTRACTS - EXTERNAL*	\$66,500			\$0	\$66,500
PB-MAINT. CONTRACTS - FEE FOR SERVICE	\$73,936		\$9,176	\$9,176	\$83,112
PROTECTIVE SERVICES				\$0	\$0
INSURANCE	\$54,522	\$5,611	\$5,144	\$10,755	\$65,277
BENEFIT CONTRIBUTIONS	\$66,539	\$3,999		\$3,999	\$70,538
COLLECTION LOSSES *	\$6,500			\$0	\$6,500
OTHER GENERAL & PORT-OUT EXPENSE	\$70			\$0	\$70
LEASE EXPENSE				\$0	\$0
HOUSING PAYMENTS				\$0	\$0
TOTAL ROUTINE EXPENSES	\$575,284	\$54,822	\$115,107	\$169,929	\$745,213
OPERATING INCOME (LOSS)	\$8,989	\$60,217	\$68,406	\$128,623	\$137,612
NONOPERATING EXPENSES					
DEBT INTEREST PAYMENTS/ACCRUALS (xxx)			\$3,277	\$3,277	\$3,277
TOTAL NONOPERATING EXPENSES	\$0	\$0	\$3,277	\$3,277	\$3,277
INCOME (LOSS)	\$8,989	\$60,217	\$65,129	\$125,346	\$134,335
CAPITAL ITEMS					
NONEXPENDABLE EQUIPMENT			\$8,098	\$8,098	\$8,098
ADDITIONS, REHAB & DEVELOPMENT			\$14,000	\$14,000	\$14,000
TOTAL CAPITAL OUTLAYS	\$0	\$0	\$22,098	\$22,098	\$22,098
RESIDUAL RESERVE RECEIPTS	\$8,989	\$60,217	\$43,031	\$103,248	\$112,237
EXPENDABLE FUND BALANCE					
FY'26 Beginning Estimated Reserves	\$200,113	\$963,592	\$64,231	\$1,027,823	\$1,227,936
FY'26 Estimated Changes to Reserves	\$8,989	\$60,217	\$43,031	\$103,248	\$112,237
FYE 2026 Ending Estimated Reserves	\$209,102	\$1,023,809	\$107,262	\$1,131,071	\$1,340,173



**Bellingham &
Whatcom County
Housing Authorities**

333 N Samish Way
Bellingham, WA 98225

P.O. Box 9701
Bellingham, WA 98227

MEMORANDUM

TO: Board of Commissioners
FROM: Kate Donnelly, Chief Operating Officer
DATE: November 18, 2025
SUBJECT: Resolution 824 – FY 2026 Maintenance Schedule of Charges

BACKGROUND

Public Housing Authorities are responsible for establishing material and labor charges that may be assessed for the cost of cleaning and/or repair and replacement of damaged items due to neglect or abuse by a resident, family member or guest.

SUMMARY

Each year WCHA completes a comprehensive review of the Maintenance Schedule of Charges. Labor rates are updated to reflect the hourly personnel cost within each maintenance trade classification. Material costs are updated using market data and are charged at actual cost at the time of purchase.

Exhibit A, provides a detailed comparison between the approved 2025 rates and the proposed 2026 rates. Items marked with an asterisk denote labor and/or material items that will be assessed at actual cost at the time of purchase.

The proposed schedule was submitted to the public for comment October 1, 2025 – October 31, 2025.

We recommend approval of Resolution 824, the FY 2026 WCHA Maintenance Schedule of Charges that will be effective January 1, 2026.

The following resolution was brought before the Board of Commissioners for consideration:

APPROVE MAINTENANCE SCHEDULE OF CHARGES

WHEREAS the Department of Housing and Urban Development requires housing authorities to recover costs for tenant damages at actual costs; and,

WHEREAS, it is necessary to update maintenance charges to reflect actual material and labor costs of repairs; and

WHEREAS, the proposed schedule was posted for a 30-day comment period, and no comments were received; and

WHEREAS, the new schedules for public housing, and Whatcom County Housing Authority managed properties will be effective January 1, 2026;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Whatcom County that the Maintenance Schedule of Charges attached hereto and made a part hereof, are hereby approved.

DATED this 18th, day of November 2025.

Commissioner _____ moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner _____, and upon roll call, the "ayes" and "nays" were as follows:

AYES

NAYS

The Chair thereupon declared the motion carried and the resolution adopted.

BY: _____
Stephen Gockley, Chair

ATTEST:

Andrew Calkins, Secretary/Treasurer

EXHIBIT A

BOARD OF COMMISSIONERS MEETING OF NOVEMBER 18, 2025

FY 2026 PUBLIC HOUSING MAINTENANCE SCHEDULE OF CHARGES

Resolution 824, Exhibit A includes the 2025 vs. 2026 Maintenance Schedule of Charges comparison.

SCHEDULE OF CHARGES

EFFECTIVE JANUARY 1, 2026

The following is a schedule of estimated Labor and Material Charges which residents may be assessed for cost of cleaning and/or repair and replacement of non-consumable items damaged due to neglect or abuse by the resident, a family member, or a guest of the resident. The Schedule of Charges lists the most common routine and non-routine repairs and replacements. An asterisk (*) denotes non-priced repairs and replacements caused by resident abuse or neglect and will be charged at the actual cost at the time expenses are incurred. Washington State Sales Tax may be added to materials and services provided at rental properties subject to sales tax. Items not listed will be charged at current market rates and appropriate labor charges.

Labor charges are based on the following rate revisions:

		<u>2025</u>	<u>2026</u>
MAINTENANCE	(M)	\$69.21 PER HOUR	\$66.43 PER HOUR
JANITORIAL	(J)	\$50.98 PER HOUR	\$52.81 PER HOUR
GROUND	(G)	\$59.70 PER HOUR	\$46.56 PER HOUR

Each item on the Schedule of Charges will have the appropriate trade initial placed beside the item that will signify the rate that will be charged for repair or replacement.

Exceptions: Expenses related to consumable items (i.e. light bulbs, range drip pans, oven broiler pans) are the sole responsibility of the resident. Repair or replacement of consumable items by the Bellingham Housing Authority will be charged to the resident at the noted rates.

Note: Labor rates noted herein apply to normal business hours (M – F), 8:00 AM to 4:30 PM. Maintenance call-outs after normal business hours, weekends and holidays will be charged at the overtime rate of time and one half (1.5 hours) for each hour worked.

CARPENTRY

CARPENTRY WORK ITEM		2025	2026		HUD LABOR CHARGE
		MAT COST	MAT COST		
DOORS					
DOOR - 2/0 INT. MILLED HOLLOW CORE	20FFDOOR-13	\$129.36	\$129.36	M	\$66.43
DOOR - 2/4 INT. MILLED HOLLOW CORE	24FFDOOR-13	\$138.42	\$138.42	M	\$66.43
DOOR - 2/6 INT. MILLED HOLLOW CORE	26FFDOOR-13	\$142.56	\$142.56	M	\$66.43
DOOR - 2/8 INT. MILLED HOLLOW CORE	28FFDOOR-13	\$146.88	\$146.88	M	\$66.43
DOOR - 3/0 INT. MILLED HOLLOW CORE	30FFDOOR-13	\$152.57	\$152.57	M	\$66.43
DOOR - 2/0 INT. SLAB HOLLOW CORE	20FFSLAB	\$77.46	\$77.46	M	\$66.43
DOOR - 2/4 INT. SLAB HOLLOW CORE	24FFSLAB	\$84.47	\$84.47	M	\$66.43
DOOR - 2/6 INT. SLAB HOLLOW CORE	26FFSLAB-13	\$87.85	\$87.85	M	\$66.43
DOOR - 2/8 INT. SLAB HOLLOW CORE	28FFSLAB-13	\$91.68	\$91.68	M	\$66.43
DOOR - 3/0 INT. SLAB HOLLOW CORE	30FFSLAB-13	\$114.05	\$114.05	M	\$66.43
DOOR - 2/0 BI-FOLD HOLLOW CORE	20FFBIFOLD	\$108.63	\$108.63	M	\$66.43
DOOR - 2/6 BI-FOLD HOLLOW CORE	26FFBIFOLD	\$122.34	\$122.34	M	\$66.43
DOOR - 3/0 BI-FOLD HOLLOW CORE	30FFBIFOLD	\$138.21	\$138.21	M	\$66.43
DOOR - EXTERIOR		*	*	M	\$166.08
DOOR HARDWARE - EXTERIOR					
DOOR - ENTRY KNOB-SET - KEYED	6K37ABCSTK626	\$171.00	\$190.09	M	\$33.22
DOOR - ENTRY KNOB-SET - PASSAGE	6K30N4CSTK626	\$103.55	\$115.37	M	\$33.22
DOOR - ENTRY LEVER SET - KEYED	7KC27AB15STK626	\$259.29	\$288.12	M	\$33.22
DOOR - ENTRY LEVER SET - PASSAGE	7KC27N15STK626	\$154.34	\$171.75	M	\$33.22
DOOR - DEADBOLT LOCK	7T37KSTK626	\$190.43	\$158.03	M	\$33.22
DOOR - BEST CORE	1C6A1626	\$31.35	\$33.43	M	*
DOOR - KEY	1A1A1KS473KS800	\$2.38	\$2.56	M	*
DOOR - ELECT. KEY CARD	P10SHL	\$4.00	\$4.00	M	*
DOOR - ELECT. KEYCHAIN DEVICE	P40KEY	\$8.00	\$8.00	M	*
LOCKOUT CHARGE				M	\$55.00
LOCK CHANGE 2 OR FEWER CORES				M	\$33.22
LOCK CHANGE >2 CORES				M	\$66.43
MAILBOX LOCK Family	PTR-656UN-000	\$7.68	\$8.32	M	\$33.22
MAILBOX LOCK Varsity	K30809	\$12.10	\$15.10	M	\$33.22
DOOR - CHIME & VIEWER	334354/334353	\$26.85	\$27.28	M	\$33.22
DOOR - PEEPHOLE	874135	\$12.82	\$13.59	M	\$33.22
DOOR - SEAL - STANDARD WHITE/BROWN	808142/808144	\$8.23	\$8.55	M	\$33.22
DOOR - SWEEP	808212	\$14.55	\$15.11	M	\$33.22
DOOR - DOORSTOP - WALL (SPRING)	167558	\$0.88	\$0.98	M	\$16.61
DOOR HARDWARE - INTERIOR					
INTERIOR KNOB - SET PASSAGE	226928	\$8.94	\$14.03	M	\$33.22
INTERIOR KNOB - SET PRIVACY	226932	\$16.01	\$15.83	M	\$33.22
BY-PASS DOOR CUP PULL - SMALL BRASS	123824	\$1.76	\$1.76	M	\$16.61
BY-PASS DOOR CUP PULL - LARGE NICKLE	830565	\$1.51	\$1.92	M	\$16.61
BY-PASS DOOR GUIDE	333681	\$0.87	\$0.87	M	\$33.22
BY-PASS ROLLERS 7/8"	833250/833500	\$1.40	\$1.53	M	\$33.22
BI-FOLD TOP GUIDE - 2 1/2"	332275	\$1.40	\$1.40	M	\$33.22
BI-FOLD TOP PIVOT - 2 1/2"	332276	\$1.72	\$1.72	M	\$33.22
JOHN STERLING BY-PASS KIT COMPLETE	4310916	\$49.99	\$49.99	M	\$33.22
BI-FOLD BOTTOM PIVOT - 1 3/4"	828250	\$1.94	\$1.94	M	\$33.22
BI-FOLD PIVOT TRACK BRACKET	491124	\$2.68	\$2.68	M	\$33.22
BI-FOLD TOP GUIDE WHEEL	828725	\$1.27	\$1.57	M	\$33.22

CARPENTRY

BI-FOLD SLIDE GUIDE - 4"	829500	\$1.27	\$1.27	M	\$33.22
CARPET RISER	838355	\$0.43	\$0.43	M	\$16.61
DOOR HARDWARE - INTERIOR					
THREE WHEEL DOOR ROLLER	830175	\$10.79	\$10.79	M	\$33.22
DOOR - BALL CATCH	902216	\$4.37	\$5.89	M	\$16.61
POCKET DOOR HANDLE (Nickle)	183627	\$27.28	\$12.58	M	\$16.61
CLOSET HARDWARE					
CLOSET SHELF 97"x15 1/4"	256651	\$31.98	\$31.98	M	\$66.43
CLOSET SHELF 97"x15 1/4" PER FOOT	256651	\$3.99	\$3.99	M	\$16.61
CLOSET SHELF SUPPORT					
CLOSET ROD METAL HEAVY DUTY WHITE	27774PHOLG	\$27.98	\$29.98	M	\$66.43
CLOSET ROD	111353	\$16.91	\$16.91	M	\$16.61
CLOSET ROD SOCKET- 1 3/8"	19179	\$4.67	\$5.48	M	\$16.61
CLOSET ROD BRACKET	805250	\$5.43	\$5.09	M	\$16.61
GENERAL					
CABINET FALSE FRONT CLIPS (PAIR)		\$4.90	\$4.90	M	\$16.61
CABINET HINGE		*	*	M	\$16.61
CABINET PULL		*	*	M	\$16.61
HANDRAIL BRACKET	805800	\$8.62	\$8.71	M	\$33.22
CAULK TUB/SHOWER (5.5 OZ. TUBE)	108705	\$5.88	\$5.31	M	*
CAULK TUB/SHOWER (10.1 OZ. TUBE)	108730	\$8.26	\$8.55	M	*
SILICONE - CLEAR 2.8OZ TUBE	108606	\$6.15	\$6.80	M	*
ADHESIVE - POWER GRAB	108713	\$5.52	\$6.41	M	*
VINYL PLANK ea		\$4.08	\$4.08	M	\$33.22
THRESHOLD - 4"	808265	\$26.76	\$29.49	M	\$33.22
WALL CORNER PROTECTORS	805961	\$15.91	\$16.70	M	\$16.61
WALL PROTECTOR 5" ROUND	807838	\$2.34	\$2.34	M	\$16.61
WALL PATCH 4 X 4	131407	\$2.42	\$2.55	M	\$33.22
WALL PATCH 6 X 6	131408	\$3.25	\$3.69	M	\$33.22
WALL PATCH 8 X 8	131409	\$5.93	\$6.43	M	\$33.22
PAINT GALLON SHELL WHITE SEMIGLOSS		\$45.86	\$48.16	M	*
WALL TEXTURE-ORANGE PEEL	920023	\$18.69	\$19.37	M	\$33.22
WALL TEXTURE-KNOCK DOWN	920015	\$18.69	\$18.69	M	\$33.22
FIRE EXTINGUISHER ABC - 2.5 LB	126402	\$62.50	\$62.50	J	\$16.61
FIRE EXTINGUISHER ABC - 5 LB	126453	\$81.21	\$81.21	J	\$16.61
BATHROOM					
MIRROR - BATHROOM	737950	\$44.44	\$46.66	M	\$66.43
MEDICINE CABINET 24x36	404442	\$91.19	\$106.33	M	\$66.43
MEDICINE MIRROR PULL	404392	\$6.29	\$6.29	M	\$16.61
MIRROR CLIP (PAIR)	840048	\$3.73	\$3.73	M	\$16.61
SHOWER ROD- 40" ADJUSTABLE	249433	\$12.59	\$12.59	M	\$16.61
SHOWER ROD- 60" ADJUSTABLE	249436	\$14.39	\$14.39	M	\$16.61
GRAB BAR - 16"	731211	\$30.59	\$30.59	M	\$33.22
GRAB BAR - 18"	731222	\$35.09	\$35.99	M	\$33.22
GRAB BAR - 24"	731213	\$37.79	\$37.79	M	\$33.22
GRAB BAR - 32"	731214	\$44.99	\$44.99	M	\$33.22
TOILET TISSUE BRACKET (PAIR)	818475	\$4.66	\$5.94	M	\$16.61
TOILET TISSUE ROLLER ONLY	818700	\$0.73	\$0.73	J	\$13.20
TOWEL BAR	818335	\$3.81	\$3.82	M	\$16.61
TOWEL BAR BRACKET (PAIR)	818475	\$4.66	\$5.94	M	\$16.61
TOWEL RING	514698	\$7.64	\$8.09	M	\$16.61
COUNTER TOP					

CARPENTRY

PLYWOOD (1 SHEET/ .5 SHEET MIN)		*	*	M	*
LAMINATE 4X8 KALAHARI (1 SHEET/ .5 SHEET MIN)		\$172.80	\$138.88	M	*
BACK SPLASH (PER LINEAL FOOT)		\$8.00	\$8.00	M	\$66.43
COUNTER TOP WITH KITCHEN SINK		*	*	M	\$398.58
COUNTER TOP ISLAND		*	*	M	\$166.08
COUNTER TOP SMALL END		*	*	M	\$232.51
COUNTER TOP WITH BATH SINK		*	*	M	\$116.25
WINDOWS					
WINDOW LOCK ASSEMBLY	868715	\$5.40	\$5.40	M	\$16.61
MINI-BLIND AND PATIO BLINDS (CUSTOM)		*	*	M	\$16.61
MINI-BLIND - UP TO 28.5" (<64" DROP)	484909	\$16.49	\$16.50	M	\$16.61
MINI-BLIND 29" TO 34.5" (<64" DROP)	484910	\$20.48	\$19.91	M	\$16.61
MINI-BLIND 35" TO 40.5" (<64" DROP)	527471	\$26.16	\$23.33	M	\$16.61
MINI-BLIND 41" TO 52.5" (<64" DROP)	527474	\$33.28	\$30.15	M	\$16.61
MINI-BLIND 53" TO 58.5" (<64" DROP)	527475	\$35.84	\$33.28	M	\$16.61
MINI-BLIND 59 TO 64.5 (<64" DROP)	484914	\$36.97	\$35.84	M	\$16.61
MINI-BLIND 65" AND UP (<64" DROP)	527476	\$40.96	\$36.98	M	\$16.61
MINI-BLIND WAND	810518	\$1.38	\$1.38	J	\$13.20
NEW WINDOW SCREEN - 14 X 28		\$31.87	\$31.58	M	\$16.61
NEW WINDOW SCREEN - 20 X 24		\$33.40	\$33.04	M	\$16.61
NEW WINDOW SCREEN - 20 X 36		\$42.50	\$42.12	M	\$16.61
NEW WINDOW SCREEN - 20 X 40		\$45.54	\$45.13	M	\$16.61
NEW WINDOW SCREEN - 24 X 46		\$42.13	\$52.65	M	\$16.61
NEW WINDOW SCREEN - 24 X 48		\$54.65	\$54.15	M	\$16.61
NEW WINDOW SCREEN - 28 X 34		\$47.06	\$46.63	M	\$16.61
NEW WINDOW SCREEN - 30 X 36		\$50.09	\$49.64	M	\$16.61
NEW WINDOW SCREEN - 30 X 48		\$59.20	\$58.67	M	\$16.61
NEW WINDOW SCREEN - 36 X 48		\$63.76	\$63.18	M	\$16.61
NEW WINDOW SCREEN - 48 X 48		\$72.86	\$72.21	M	\$16.61
NEW WINDOW SCREEN - 60 X 40		\$75.90	\$75.22	M	\$16.61
WINDOW RESCREEN - SMALL		\$10.29	\$10.29	M	\$33.22
WINDOW RESCREEN - LARGE		\$19.50	\$19.50	M	\$33.22
WINDOW SCREEN REBUILD- SMALL		\$17.90	\$17.90	M	\$49.82
WINDOW SCREEN REBUILD- LARGE		\$34.74	\$34.74	M	\$49.82
PATIO					
PATIO BLIND - 66"	703087	\$53.76	\$53.76	M	\$16.61
PATIO BLIND - 78"	703057	\$55.99	\$55.99	M	\$16.61
PATIO BLIND SLAT	703168	\$1.91	\$1.91	M	\$16.61
PATIO BLIND WAND	810520	\$3.34	\$3.68	J	\$13.20
PATIO DOOR SECURITY BAR	875665	\$12.78	\$12.78	M	\$16.61
PATIO DOOR SECURITY BAR HOLDER	332248	\$4.14	\$4.14	M	\$16.61
PATIO DOOR LATCH	842860/842850	\$11.33	\$11.51	M	\$16.61
PATIO DOOR HANDLE KIT	333716	\$34.19	\$37.43	M	\$33.22
PATIO SCREEN DOOR - 36"	848220	\$65.38	\$67.68	M	\$16.61
PATIO RESCREEN		\$55.59	\$55.59	M	\$33.22
PATIO SCREEN ROLLER	853250	\$1.48	\$1.66	M	\$16.61
PATIO SCREEN HANDLE - NO LOCK	850350	\$4.07	\$4.07	M	\$16.61
FLOORS					
COVE BASE - PER LINEAL FOOT		*	*	M	*
VINYL PLANK ea	V334207100	\$4.08	\$4.08		
VINYL PLANL case	V334207100	\$61.22	\$61.21		
SHEET VINYL		*	*	M	*

CARPENTRY

VP GLUE 4 GALLON		\$155.00	\$155.00		
VINYL FLOORING WITH UNDERLAYMENT		*	*	M	*
CARPET	Profusion 26 Tons		\$1.35 sf		
STAIR TREAD		*	*	M	*
VCT TILE - PER 12X12 SQUARE	807220	\$2.02	\$2.02	M	*
CARPET REPLACEMENT PRORATE BY LENGTH OF OCCUPANCY					
1 YR - 100%-90% OF TOTAL REPLACEMENT COST					
2 YR - 90%-80% OF TOTAL REPLACEMENT COST					
3 YR - 80%-70% OF TOTAL REPLACEMENT COST					
4 YR - 70%-60% OF TOTAL REPLACEMENT COST					
5 YR - 60%-45% OF TOTAL REPLACEMENT COST					
6 YR - 45%-30% OF TOTAL REPLACEMENT COST					
7 YR - 30%-15% OF TOTAL REPLACEMENT COST					
8 YR - 15%-0% OF TOTAL REPLACEMENT COST					

ELECTRICAL

ELECTRICAL WORK ITEM		2025	2026		HUD
		MAT	MAT		LABOR
		COST	COST		CHARGE
LIGHTING					
LIGHT BULB - 15W T-8 - 18"	F15T8/CW 841	\$5.65	\$4.91	J	\$13.20
LIGHT BULB - F17T8/841 T8 24" 4100K	F17T8/841	\$3.10	\$5.67	J	\$13.20
LIGHT BULB - 24W T5 22" FP24/841/HO/ECO	FP24/841/HO/ECO	\$13.99	\$13.04	J	\$13.20
125W HEAT LAMP BR 40 - CLEAR	311110	\$4.94	\$4.85	J	\$13.20
LIGHT BULB - 48" FLUORESCENT - T8	423186	\$7.53	\$7.53	J	\$13.20
LIGHT BULB - LED T8 28"		\$23.99	\$22.79	J	\$13.20
LIGHTBULB - 40W APPLIANCE	327820	\$1.38	\$1.59	J	\$13.20
LIGHT BULB - 45W REFLECTOR (SHWR)	309139	\$2.49	\$4.76	J	\$13.20
LIGHT BULB -LED 2ft T5 14W Tube w 5000K White 2500		\$2.50	\$2.50	J	\$13.20
LIGHT BULB -LED 4' DIRECT WIRE T-8 4100K 1800 Lum 12Watt	295937	\$10.00	\$10.45	J	\$13.20
LIGHT BULB- LED A19 MEDIUM BASE	701144	\$1.50	\$1.28	J	\$13.20
LIGHT BULB - LED A19 GU24 BASE Non Dimmable		\$2.50	\$2.50	J	\$13.20
LIGHT BULB - LED 1W Night Light	312244	\$3.32	\$3.32	J	\$13.20
LIGHT BULB - LED 8.5W 4 PIN GX24Q	136136	\$21.27	\$23.74	J	\$13.20
LIGHT BULB - LED 10.5W 4 PIN GX24Q	136138	\$22.22	\$22.22	J	\$13.20
LIGHT BULB - 4-Pin Triple Tube CF26DT/E/IN/827/ECO		\$3.78	\$4.25	J	\$13.20
LIGHT BULB - LED 9W FLOOD	345635	\$5.38	\$3.56	J	\$13.20
LIGHT BALLAST- T8 - 48" 2 TUBE	314615	\$24.38	\$25.28	M	\$33.22
LIGHT BALLAST - T8 - 48" 3 TUBE	362298	\$35.90	\$40.94	M	\$33.22
LIGHT BALLAST - T8 - 48" 4 TUBE	362299	\$29.47	\$43.91	M	\$33.22
LIGHT FIXTURE - LED CAN LIGHT (SHOWER) 5"6" Sylvania	62236	\$4.83	\$5.16	M	\$33.22
LIGHT FIXTURE- 8" WHITE	322216	\$20.23	\$25.59	M	\$33.22
LIGHT FIXTURE- 12" NICKEL	321506	\$33.83	\$31.99	M	\$33.22
LIGHT FIXTURE- 16" NICKLE	325134	\$45.43	\$43.99	M	\$33.22
LIGHT FIXTURE- BATH 14" CHANNEL LED	368722	\$26.81	\$26.81	M	\$33.22
LIGHT FIXTURE - PORCH LED - SIMPLE	326821	\$36.54	\$37.14	M	\$33.22
LIGHT FIXTURE - PORCH LED - ORNATE	326804	\$38.92	\$42.49	M	\$33.22
LIGHT FIXTURE - UNDER CABINET 24" LED	340921	\$34.84	\$58.64	M	\$33.22
LIGHT FIXTURE - LED 24" Linear Vanity	326957	\$75.98	\$76.49	M	\$33.22
LIGHT FIXTURE - STORAGE SOCKET	314970	\$3.86	\$3.99	M	\$33.22
LIGHT FIXTURE - STORAGE SOCKET W/ PULL CHAIN	314973	\$6.56	\$6.74	M	\$33.22
LIGHT LENS - 6" BALL	315050	\$8.73	\$8.73	J	\$13.20
LIGHT LENS - 8" BALL	315200	\$8.84	\$8.84	J	\$13.20
LIGHT LENS - 6" MUSHROOM	318663	\$8.32	\$8.32	J	\$13.20
LIGHT LENS - 8" MUSHROOM	318666	\$10.46	\$10.46	J	\$13.20
LIGHT LENS - PORCH LIGHT OPAL CYLINDER 5 1/4"	320300	\$9.56	\$9.56	J	\$13.20
LIGHT LENS - 12x12 SQUARE	318550	\$5.17	\$5.69	J	\$13.20
LIGHT LENS - 12" ROUND	315148	\$17.23	\$19.12	J	\$13.20
LIGHT LENS - VANITY 14" CHANNEL	316800	\$9.99	\$9.99	J	\$13.20
LIGHT LENS - VANITY 24" CHANNEL	317050	\$15.52	\$16.82	J	\$13.20
LIGHT LENS - COORIDOR NURSE HR	674066	\$16.10	\$16.10	J	\$13.20
LIGHT PULL CORD	315985	\$0.41	\$0.36	J	\$13.20
LIGHT GLASS CAP KIT	316276	\$1.60	\$2.43	J	\$13.20
GENERAL					
NURSE PULL CORD - 6'	660526	\$3.74	\$3.74	J	\$13.20
NURSE PULL CORD PENDANT	660527	\$3.21	\$3.54	J	\$13.20
BATTERY - AAA	158003	\$0.83	\$0.83	J	\$13.20
BATTERY - AA	157755	\$0.67	\$0.83	J	\$13.20
BATTERY - C	158325	\$2.00	\$2.00	J	\$13.20
BATTERY - D	158425	\$2.20	\$2.20	J	\$13.20
BATTERY - 9V	158476	\$2.67	\$2.67	J	\$13.20
SMOKE DETECTOR		\$22.94	\$18.05	M	\$16.61
SMOKE/CO DETECTOR		\$65.78	\$44.17	M	\$16.61
SMOKE/CO DETECTOR BATTERY POWER					

ELECTRICAL

<p>(NOTE: INOPERABLE SAFETY EQUIPMENT) REPAIR/REPLACEMENT DUE TO RESIDENT TAMPERING OR NEGLIGENCE WILL BE CHARGED A MINIMUM OF 1 HOUR LABOR + MATERIALS.</p>	<p>_____</p> <p>_____</p>
<p>TAMPERING WITH/DAMAGING BUILDING SYSTEMS INCLUDING ALARMS, CAMERAS AND ELEVATORS WILL RESULT IN CHARGES EQUAL TO COSTS FOR REPAIR</p>	

ELECTRICAL

GENERAL					
RECEPTACLE (DRYER)	337992	\$7.04	\$7.81	M	\$16.61
RECEPTACLE (GFI)		\$8.90	\$8.86	M	\$16.61
RECEPTACLE (RANGE)	337980	\$11.04	\$11.04	M	\$16.61
RECEPTACLE (WALL)	301059	\$5.09	\$5.09	M	\$16.61
RECEPTACLE (Single Wall)	287880		\$8.75	M	\$16.61
SWITCH (LIGHT)	336600	\$4.49	\$4.50	M	\$16.61
SWITCH 3 WAY (LIGHT)	918742	\$7.30	\$7.30	M	\$16.61
DOUBLE SWITCH	337000	\$7.64	\$7.64	M	\$16.61
SWITCHPLATE DOUBLE	336028	\$0.78	\$0.78	J	\$13.20
SWITCHPLATE SINGLE	918714	\$0.39	\$0.39	J	\$13.20
RECEPTACLE WALL PLATE	329010	\$0.33	\$0.69	J	\$13.20
RECEPTACLE WALL PLATE (Single)	336046		\$2.88	J	
TV COAX WALL PLATE	190308	\$1.78	\$1.87	J	\$13.20
PHONE JACK COVER	190298	\$2.24	\$2.24	J	\$13.20
BATH FAN		*	*	M	*
EXHAUST FAN MOTOR		*	*	M	\$16.61
RANGE					
CONVECTION OVEN/ MICROWAVE	PEB9159DJWW	\$395.00	\$180.70	M	*
RANGE - COOKTOP	JP3021DPBB	\$375.00	\$375.00	M	*
RANGE - COMPACT 24"	RAS240DMWW	\$475.00	\$475.00	M	*
RANGE - FULL 30"	JB258DMWW	\$550.00	\$550.00	M	*
RANGE - FULL ADA	JBS460DMWW	\$525.00	key fob	M	*
RANGE- 6' POWER CORD	301471	\$40.79	\$40.88	M	\$16.61
DRIP PANS - 6"	229755	\$3.47	\$3.60	J	\$13.20
DRIP PANS - 8"	229760	\$4.00	\$4.00	J	\$13.20
RANGE BURNER - 6" SENSI TEMP	WB30X31058	\$39.00	\$39.00	M	\$16.61
RANGE BURNER 8" SENSI-TEMP	WB30X31057	\$42.00	\$42.00	M	\$16.61
RANGE BURNER RECEPTACLE - UNIVERSAL	231650	\$22.39	\$20.79	M	\$16.61
RANGE BURNER RECEPTACLE - GE	220909	\$21.99	\$23.19	M	\$16.61
RANGE INFINITE SWITCH - 6"	221810	\$31.19	\$35.99	M	\$16.61
RANGE INFINITE SWITCH - 8"	221815	\$31.99	\$41.59	M	\$16.61
BAKE ELEMENT		*	*	M	\$33.22
BROILER ELEMENT		*	*	M	\$33.22
GASKET SEAL OVEN DOOR		*	*	M	\$66.43
TIMER KNOBS		*	*	J	\$13.20
OVEN RACK		*	*	J	\$13.20
OVEN INFINITE SWITCH		*	*	M	\$33.22
RANGE HOOD - 30" VENTLESS	243476	\$83.99	\$71.20	M	\$66.43
RANGE HOOD - 30" RECT. VENT (Convertible)	357221	\$79.20	\$103.20	M	\$66.43
RANGE HOOD - 30" ROUND VENT (Convertible)	357221	\$106.40	\$103.20	M	\$66.43
RANGE HOOD - 24" VENTLESS	345591	\$87.20	\$103.20	M	\$66.43
RANGE HOOD LENS	237764	\$12.23	\$20.79	J	\$13.20
RANGE HOOD FILTER - HR	246400	\$10.63	\$11.19	J	\$13.20
RANGE HOOD FILTER - FAM/WHA	246850	\$10.23	\$11.99	J	\$13.20
RANGE REPLACEMENT PRORATE BY LENGTH OF OCCUPANCY					
1 YEAR - 100%					
2 YEAR - 90%					
3 YEAR - 80%					
4 YEAR - 70%					
5 YEAR - 60%					
6 YEAR - 50%					
7 YEAR - 40%					
8 YEAR - 30%					
9 YEAR - 20%					
10 YEAR - 10%					

ELECTRICAL

REFRIGERATOR					
REFRIGERATOR - COMPACT	GPE12FGKWW	\$650.00	\$650.00	M	*
REFRIGERATOR - FULL	GTE16DTNRWW	\$599.00	\$599.00	M	*
CRISPER COVER		*	*	J	\$13.20
CRISPER PAN		*	*	J	\$13.20
DEFROST CONTROL		*	*	M	*
DOOR GASKET FREEZER		*	*	M	\$33.22
DOOR GASKET REFRIGERATOR		*	*	M	\$66.43
GRILL (TOE KICK PLATE)		*	*	J	\$13.20
GUARDETTE		*	*	M	\$16.61
GUARDETTE CLIPS (LARGE)		*	*	M	\$16.61
GUARDETTE CLIPS (SMALL)		*	*	M	\$16.61
OTHER APPLIANCE PARTS		*	*	M	*
REFRIGERATOR REPLACEMENT PRORATE BY LENGTH OF OCCUPANCY					
1 YEAR - 100%					
2 YEAR - 90%					
3 YEAR - 80%					
4 YEAR - 70%					
5 YEAR - 60%					
6 YEAR - 50%					
7 YEAR - 40%					
8 YEAR - 30%					
9 YEAR - 20%					
10 YEAR - 10%					

PLUMBING

PLUMBING WORK ITEM		2025	2026	HUD LABOR CHARGE	
		MAT	MAT		
		COST	COST		
SLOAN					
DUAL FLUSH HANDLE	40260212	\$67.46	\$73.69	M	\$33.22
VALVE REPAIR KIT A-1041-A 1.6 GAL (FLUSHOMETER)	40261122	\$41.29	\$45.09	M	\$33.22
VACUUM BREAKER	584250	\$6.20	\$6.56	M	\$33.22
HANDLE REPAIR KIT B-50-A	40262305	\$4.55	\$4.49	M	\$16.61
FLUSH METER RELIEF VALVE A19ALC	40261127	\$5.49	\$6.28	M	\$16.61
TOILET					
COMPLETE TOILET - WESTERN POTT. ROUND	34509	\$117.80	\$117.86	M	\$66.43
COMPLETE TOILET - WESTERN POTT. ELONGATED	821753	\$130.20	\$130.20	M	\$66.43
COMPLETE TOILET - WESTERN POTT. ADA	821750	\$183.68	\$183.67	M	\$66.43
WALL MOUNT TOILET - KOHLER 1.6 GAL	1091648	\$102.70	\$69.36	M	\$66.43
TOILET TANK		*	*	M	\$33.22
TOILET SEAT STANDARD	189859	\$14.39	\$16.63	M	\$16.61
TOILET SEAT ELONGATED	189860	\$22.39	\$23.99	M	\$16.61
TOILET SEAT PLASTIC ELONGATED	189906	\$35.19	\$36.08	M	\$16.61
FLUID MASTER FILLVALVE PRO 45	115942	\$13.91	\$13.91	M	\$33.22
TOILET FLAPPER 2"	579589	\$4.87	\$4.87	M	\$16.61
TOILET FLAPPER- WESTERN POTTERY M-FL37	439943	\$9.30	\$9.30	M	\$16.61
TOILET FLUSH HANDLE	569525	\$4.94	\$3.60	M	\$16.61
TOILET REPAIR FLANGE 4" BRASS	569350	\$16.19	\$16.19	M	\$66.43
TOILET SUPPLY LINE 16"	575011	\$5.51	\$5.09	M	\$16.61
TOILET SHIM	500532	\$0.53	\$0.53	M	\$33.22
TOILET WAX W/FLANGE - OVERSIZED	569293	\$4.31	\$4.31	M	\$66.43
TOILET WAX FLANGELESS	569257	\$2.14	\$2.14	M	\$66.43
TANK TO BOWL SET	569105	\$9.98	\$11.24	M	\$16.61
TOILET BOLTS #28	134273	\$1.74	\$1.74	M	\$16.61
TOILET BOLTS EXTRA LONG #30	359418	\$2.02	\$2.02	M	\$16.61
TOILET BOLT CAP	567100	\$0.33	\$0.39	M	\$16.61
SINK AND FAUCET					
FAUCET SUPPLY LINE - 16"	500398	\$5.26	\$5.26	M	\$16.61
FAUCET SUPPLY LINE - 20"	500399	\$6.45	\$6.45	M	\$16.61
FAUCET AERATOR	410800	\$1.36	\$1.66	M	\$16.61
BASIN SINK 19" ROUND	404653	\$50.39	\$54.53	M	\$66.43
BASIN SINK 17" X 20" OVAL	404678	\$54.89	\$65.24	M	\$66.43
BASIN SINK FAUCET - CORNERSTONE	411011	\$77.39	\$77.39	M	\$66.43
CORNERSTONE CARTRIDGE - LAV	429104	\$17.09	\$16.14	M	\$33.22
BASIN PO ASSEMBLY	71272	\$38.82	\$50.61	M	\$33.22
POP-UP PLUG - 4" MOEN	516275	\$4.13	\$4.49	M	\$16.61
POP-UP PLUG - 5" UNIVERSAL	515520	\$2.34	\$2.19	M	\$16.61
POP-UP BALL JOINT ROD	519000	\$2.37	\$2.37	M	\$16.61
SINK DRAIN RUBBER STOPPER	409275	\$1.05	\$1.13	M	\$16.61
KITCHEN SINK DOUBLE BOWL	837445	\$108.90	\$89.10	M	\$66.43
KITCHEN SINK SINGLE BOWL HR	837452	\$83.69	\$87.92	M	\$66.43
KITCHEN STRAINER BASKET (SINK)	409950	\$2.08	\$2.16	J	\$13.20
KITCHEN STRAINER BASKET - SPIN LOCK	70551	\$7.34	\$9.05	J	\$13.20
KITCHEN STRAINER BASKET ASSEMBLY	70506	\$24.54	\$30.28	M	\$33.22
KITCHEN SINK FAUCET	400051	\$116.09	\$93.60	M	\$66.43

PLUMBING

TUB AND SHOWER					
MOEN CARTRIDGE - 1200B	478750	\$39.89	\$42.74	M	\$33.22
MOEN CARTRIDGE - 1222B	478900	\$66.49	\$66.49	M	\$33.22
POWERS SHOWER VALVE REPAIR KIT	40150022	\$479.28	\$581.40	M	\$66.43
LEONARD REPLACEMENT CARTRIDGE	40140181	\$275.97	\$292.55	M	\$66.43
LEONARD REPAIR KIT	108265	\$38.57	\$40.90	M	\$66.43
MOEN POSI-TEMP LEVER KIT	438657	\$26.21	\$29.92	M	\$16.61
MOEN POSI-TEMP ESCUTCHEON	463260	\$43.12	\$47.49	M	\$33.22
SHOWERHEAD	532922	\$16.46	\$17.09	M	\$16.61
HANDHELD SHOWERHEAD	416346	\$29.96	\$26.99	M	\$16.61
TUB DIVERTER SPOUT - 5/8"	425276	\$8.37	\$11.69	M	\$33.22
TUB DIVERTER SPOUT - 1/2"	425168	\$9.89	\$9.89	M	\$33.22
TUB DIVERTER SPOUT - CAST BRASS	425163	\$28.79	\$300.59	M	\$33.22
TUB DRAIN STOPPER	544001	\$19.16	\$19.79	M	\$16.61
TUB DRAIN RUBBER STOPPER	409025	\$1.49	\$1.74	M	\$16.61
DRAIN INSERT - FINE THREAD	543725	\$6.83	\$7.19	M	\$16.61
DRAIN INSERT - COARSE THREAD	543700	\$7.19	\$7.73	M	\$16.61
TUB/SHOWER OVERFLOW BLANK COVER	543100	\$4.53	\$5.39	M	\$16.61
DRAIN AND WASTE					
J TRAP 1 1/4" PLASTIC	403389	\$3.59	\$4.76	M	\$16.61
J TRAP 1 1/2" PLASTIC	403390	\$2.24	\$4.76	M	\$16.61
DOUBLE SINK OUTLET PLASTIC 1 1/2"	553250	\$4.76	\$4.76	M	\$16.61
TAILPIECE - 1 1/4"	403601	\$4.49	\$4.49	M	\$16.61
TAILPIECE - 1 1/2"	403603	\$3.68	\$3.68	M	\$16.61
TAILPIECE - FLANGED 1 1/2"	403398	\$2.42	\$2.78	M	\$16.61
PLASTIC SLIP JOINT NUT 1 1/4"	561650	\$0.40	\$0.45	M	\$16.61
PLASTIC SLIP JOINT NUT 1 1/2"	561600	\$0.37	\$0.43	M	\$16.61
PLASTIC SLIP JOINT WASHER 1 1/2" x 1 1/4"	563275	\$0.24	\$0.24	M	\$16.61
PLASTIC SLIP JOINT WASHER 1 1/2"	563025	\$0.16	\$0.16	M	\$16.61
PLASTIC SINK PLUG WASHER 1 1/2"	564025	\$0.27	\$0.25	M	\$16.61
RUBBER SLIP JOINT WASHER 1 1/4"	562775	\$0.12	\$0.12	M	\$16.61
RUBBER SLIP JOINT WASHER 1 1/2"	562275	\$0.18	\$0.18	M	\$16.61
GENERAL PLUMBING					
EXTERIOR HOSE BIB HANDLE KIT	551886	\$16.99	\$17.25	M	*
HOSE END CAP	749478	\$2.43	\$5.13	M	\$16.61
ANGLE STOP	403197	\$7.38	\$9.09	M	\$16.61
LAUNDRY VALVE	603365	\$7.30	\$10.11	M	\$16.61
PLUGGED DRAIN - KITCHEN		*	*	M	*
PLUGGED DRAIN TUB/SHOWER		*	*	M	*
PLUGGED MAIN SEWER LINE		*	*	M	*
PLUGGED TOILET - AUGER		*	*	M	\$33.22
PLUGGED TOILET - REMOVE/RESET		*	*	M	\$66.43
APPLIANCES					
DISHWASHER - HOTPOINT 24"	191203	\$407.55	\$407.55	M	*
WATER HEATER 40 GALLON TALL		Market Price	Market Price	M	*
WATER HEATER 40 GALLON SHORT		Market Price	Market Price	M	*
WATER HEATER 50 GALLON TALL		Market Price	Market Price	M	*
WATER HEATER 50 GALLON SHORT		Market Price	Market Price	M	*
WATER HEATER 24" SS WCS124PP	62001	\$9.51	\$9.51	M	*
GARBAGE DISPOSAL - 1/2 HP	405300	\$150.10	\$142.49	M	\$66.43

HTG. & COOLING

HEATING/COOLING WORK ITEM		2025	2026		HUD LABOR CHARGE
		MAT	MAT		
		COST	COST		
RETURN AIR GRILLE - 6X6	135690	\$5.66	\$5.66	M	\$16.61
RETURN AIR GRILLE - 8X6	253177	\$3.59	\$3.59	M	\$16.61
HEAT VENT - 2 X 12	253009	\$10.50	\$10.50	J	\$13.20
HEAT VENT - 4 X 10	253000	\$8.27	\$9.62	J	\$13.20
HEAT VENT - 4 X 12	253010	\$9.40	\$12.50	J	\$13.20
HEAT VENT - 4 X 14	253008	\$12.43	\$12.44	J	\$13.20
THERMOSTAT 24V - HEAT ONLY	260506	\$46.25	\$46.97	M	\$16.61
THERMOSTAT SINGLE POLE	213751	\$18.98	\$22.13	M	\$16.61
THERMOSTAT DOUBLE POLE	214001	\$35.99	\$39.77	M	\$16.61
THERMOSTATIC OPERATOR - DANFOSS	222131	\$274.82	\$293.37	M	\$33.22
CORDHIDER 5'	39367	\$6.89	\$7.98	M	\$16.61
CORDMATE ELBOW	300690/300689/300688	\$3.32	\$3.32	M	\$16.61
CADET WALL HEATER GRILLE	257509	\$22.49	\$24.83	J	\$13.20
CADET WALL HEATER 240/1000W	257522	\$167.35	\$167.35	M	\$66.43
CADET WALL HEATER 240/1500W	257523	\$161.95	\$161.95	M	\$66.43
CADET WALL HEATER 240/2000W	257524	\$162.08	\$162.08	M	\$66.43
KING WALL HEATER 240/1500W	257968	\$157.42	\$168.29	M	\$66.43

PAINING

PAINING WORK ITEM	2025 MAT COST	2026 MAT COST		HUD LABOR CHARGE
PAINT				
WALLS ONLY	\$0.60	\$0.60	M	*
WALLS & TRIM	\$0.80	\$0.80	M	*
WALLS & ACOUSTIC CEILINGS	\$0.80	\$0.80	M	*
WALLS, CEILING & MINOR TRIM	\$0.80	\$0.80	M	*
WALLS, ACOUSTIC CEILINGS & TRIM	\$0.90	\$0.90	M	*
HIGHRISE - PAINT COMPLETE	\$1.00	\$1.00	M	*
TOUCH UP - OTHER ROOMS	*	*	M	*
SEAL COAT				
WALLS & CEILINGS	\$0.60	\$0.60	M	*
WALLS & ACOUSTIC CEILINGS	\$0.75	\$0.75	M	*
WALLS, ACOUSTIC CEILINGS & TRIM	\$0.80	\$0.80	M	*
PREP TO PAINT				
0 BEDROOM	\$35.00	\$35.00	M	*
1 BEDROOM	\$35.00	\$35.00	M	*
2 BEDROOM	\$40.00	\$40.00	M	*
3 BEDROOM	\$45.00	\$45.00	M	*
4 BEDROOM	\$50.00	\$50.00	M	*
EXTRAORDINARY PREP/REPAIRS (W/ TEXTURE)	*	*	M	*
VARNISH/STAIN MISCELLANEOUS	*	*	M	*
WALL PREPARATION	*	*	M	*
WALL SHEETROCK	*	*	M	*
PAINT PRORATE BY LENGTH OF OCCUPANCY				
6 MONTHS TO 1 YEAR - 75% OF TOTAL COST				
1 YEAR TO 18 MONTHS - 50% OF TOTAL COST				
18 MONTHS TO 2 YEARS - 25% OF TOTAL COST				

JANITORIAL

JANITORIAL WORK ITEM	2025 MAT COST		HUD LABOR CHARGE
GENERAL			
CLEAN CARPETS/SHAMPOO - STUDIO	\$69.00	J	*
CLEAN CARPETS/SHAMPOO - 1 BR UNIT	\$89.00	J	*
CLEAN CARPETS/SHAMPOO - 2 BR UNIT	\$109.00	J	*
CLEAN CARPETS/SHAMPOO - 3 BR UNIT	\$129.00	J	*
CLEAN CARPETS/SHAMPOO - 4 BR UNIT	\$149.00	J	*
CLEAN CARPETS/VACUUM	*	J	*
CLEAN BASEBOARDS	*	J	*
CLEAN COMMUNITY ROOM	*	J	*
CLEAN FIRE JOBS	*	J	*
CLEAN GARBAGE ROOM/CHUTE	*	J	*
CLEAN HALLWAYS	*	J	*
CLEAN LIGHT FIXTURES	*	J	*
CLEAN OFFICE AREA	*	J	*
CLEAN RANGE	*	J	*
CLEAN REFRIGERATOR	*	J	*
CLEAN VACATED UNIT	*	J	*
CLEAN VENTS/FILTERS	*	J	*
CLEAN WINDOW BLINDS	*	J	*
DELIVERIES	*	J	*
GENERAL JANITORIAL	*	J	*
MOP FLOORS	*	J	*
REPLACE LIGHT BULB	*	J	*
STRIP FLOORS	*	J	*
WASH WINDOWS	*	J	*
WAX FLOORS	*	J	*
ITEM PICK-UP (PER ITEM)	*	J	\$26.41 MIN
ABANDONED ITEM PICK-UP (PER ITEM)	*	J	\$52.81 MIN

GROUNDS

GROUNDS WORK ITEM		HUD LABOR CHARGE
CUT GRASS OCCUPIED	G	\$46.56 PER HR
CUT GRASS RESIDENTIAL VACANCY	G	\$46.56 PER HR
MISC. GROUNDS LABOR	G	\$46.56 PER HR

IPM

INTEGRATED PEST MANAGEMENT WORK ITEM		2025	2026		HUD LABOR CHARGE
		MAT	MAT		
		COST	COST		
GLUEBOARD - INSECTS	602534	\$0.66	\$0.51	M	\$16.61
GLUEBOARD - MICE	111873	\$1.12	\$1.17	M	\$16.61
GLUEBOARD - RATS	111882	\$2.40	\$2.40	M	\$16.61
MOUSE SNAP TRAPS	111875	\$0.97	\$0.97	M	\$16.61
RAT SNAP TRAPS	111876	\$2.77	\$2.77	M	\$16.61
BAIT BOXES - EXTERIOR	740403	\$12.74	\$14.00	M	\$16.61
BLUE MAX BAIT BLOCKS	793454	\$0.87	\$0.43	M	\$16.61
ADVION - GEL BAIT 1 GRAM	807757	\$0.32	\$0.32	M	\$16.61
COMBAT ANT KILLING GEL - 27 GRAMS	111869	\$8.99	\$8.99	M	\$16.61
DIATAMATIOUS EARTH - 1 LBS.		\$11.68	\$3.23	M	\$16.61
D-FORCE 14 OZ. SPRAY	814583	\$17.31	\$18.92	M	\$33.22
PHANTOM II 14 OZ. AERASOL	883089	\$21.21	\$23.36	M	\$33.22
TEMPRID - READY SPRAY	809254	\$20.04	\$21.08	M	\$33.22
GENTROL	641859	\$2.00	\$2.30	M	\$16.61
MAX FORCE BAIT STATION	656007	\$1.12	\$1.14	M	\$16.61
WASP/ HORNET SPRAY	511005	\$11.69	\$11.69	M	\$33.22
GAP AND CRACK FOAM SEALANT	164789	\$8.83	\$9.34	M	\$16.61
BED BUG MONITOR	530049	\$3.90	\$3.90	M	\$16.61
CLIMB-UPS	784439	\$3.20	\$3.04	M	\$16.61
CLIMB-UP XL	793960	\$8.80	\$6.97	M	\$16.61
MATTRESS ENCASEMENT TWIN	103162	\$38.11	\$40.00	M	\$33.22
MATTRESS ENCASEMENT TWIN XL	103119	\$38.11	\$39.65	M	\$33.22
MATTRESS ENCASEMENT FULL	103115	\$46.27	\$36.44	M	\$33.22
MATTRESS ENCASEMENT QUEEN	103171	\$50.98	\$53.52	M	\$33.22
MATTRESS ENCASEMENT KING	103143	\$58.26	\$61.18	M	\$33.22
PEST EVALUATION			*	M	*
PEST TREATMENT			*	M	*
PEST CANCELLATION			*	M	1 Hour MIN



BELLINGHAM/WHATCOM COUNTY HOUSING AUTHORITIES

Administrative Offices: 208 Unity Street, Lower Level, Bellingham, WA

Mailing Address: PO Box 9701, Bellingham, WA 98227-9701

Tel: (360) 676-6887 Fax: (360) 527-4646 Tty: (360) 527-4655

SUMMARY OF VOUCHERS AND CASH DISBURSEMENTS FOR BELLINGHAM/WHATCOM COUNTY HOUSING AUTHORITY

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

As of this date **11/18/2025** the board, by (unanimous, majority) vote, does approve for payment those vouchers and the cash disbursements for the month **October 2025** described as follows:

Funds	Voucher Numbers	
Payroll 10/04/25:	<u>5460</u> to <u>5512</u>	\$ <u>141,381.22</u>
Payroll 10/18/25:	<u>5521</u> to <u>5573</u>	\$ <u>140,824.13</u>
BHA – Public Housing:	<u>2014</u> to <u>2027</u>	\$ <u>57,553.07</u>
Direct Deposit Checks	<u>1289</u> to <u>1297</u>	\$ <u>471.00</u>
Central Office/Maint. Fund:	<u>32312</u> to <u>32410</u>	\$ <u>376,133.27</u>
Section 8 Vouchers:	<u>130051</u> to <u>130368</u>	\$ <u>1,000,320.00</u>
Direct Deposit Checks	<u>88875</u> to <u>89005</u>	\$ <u>1,264,603.00</u>
BHA/Local Fund:	<u>10455</u> to <u>10468</u>	\$ <u>57,514.91</u>
Direct Deposit Checks	<u>112</u> to <u>114</u>	\$ <u>34,630.52</u>
WCHA – Public Housing:	<u>7714</u> to <u>7722</u>	\$ <u>976.67</u>
Direct Deposit Checks	<u>904</u> to <u>907</u>	\$ <u>474.00</u>
*Misc. ACH & Wire Transfers	<u>JV 24834</u> to <u>JV 24894</u>	\$ <u>-2,030.92</u>

Chair

*Reference attachments are hereto. Supporting documents available upon request.

WHATCOM COUNTY HOUSING AUTHORITY
Board of Commissioners Regular Meeting
October 21, 2025

The Board of Commissioners of Whatcom County Housing Authority (“WCHA”) held a regular meeting on Tuesday, October 21, 2025 in a hybrid format. The meeting was called to order at 1:03 p.m. by Chair Gockley, followed by roll call. Chair Gockley declared a quorum present and the meeting opened for business.

A. ROLL CALL/QUORUM

Present: Commissioner Valerie Billmire
Commissioner Dave Finet
Commissioner Stephen Gockley
Commissioner Alana Pattermann

Absent & Excused: Commissioner Terry Bornemann

BWCHA Staff Presenters: Lindsay Burmeister, Executive Services/HR Manager
Andrew Calkins, Executive Director
Tony Casale, Director of Development
Jana Robbins, Director of Finance

Guest Presenters: None

PUBLIC COMMENT AND RESIDENT INPUT

None

B. REPORTS

- **Fiscal Year 2024 WCHA Audit:** Jana Robbins, Director of Finance reported that Loveridge and Hunt performed the Fiscal Year 2024 WCHA audit. The audit went well, and there were no findings.

AT 1:05PM, THE PUBLIC MEETING WAS RECESSED AND CHAIR GOCKLEY OPENED THE PUBLIC HEARING OF INTENT TO APPROVE RESOLUTION 821, FY 2025-2029 WCHA CAPITAL FUND 5-YEAR PLAN

Director of Development Tony Casale provided an overview of WCHA’s FY 2025-2029 BHA Capital Fund 5-Year Plan.

Public Comment and Resident Input relating to Resolution 821:

- None

AT 1:11PM, THE PUBLIC HEARING ON INTENT TO APPROVE RESOLUTION 821, FY 2025-2029 WCHA CAPITAL FUND 5-YEAR PLAN WAS ADJOURNED.

C. DISCUSSION / ACTION ITEMS:

1. Resolution 821: Approve WCHA Public Housing 2025-2029 Capital Fund 5-Year Action Plan

Approve Resolution 821

Commissioner Billmire moved to approve the motion

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

AYES: Commissioner Valerie Billmire
Commissioner Dave Finet
Commissioner Stephen Gockley
Commissioner Alana Pattermann

2. Election of Chair and Vice Chair (November 2025 - October 2026)

Motion: Commissioner Finet moved to elect Stephen Gockley for Chair and Valerie Billmire for Vice Chair.

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

AYES: Commissioner Valerie Billmire
Commissioner Dave Finet
Commissioner Stephen Gockley
Commissioner Alana Pattermann

D. CONSENT

Commissioner Pattermann moved to approve the Consent Agenda as follows:

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

Motion: Approve Minutes for the September 2025 Regular WCHA Board meeting

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

AYES: Commissioner Valerie Billmire
Commissioner Dave Finet
Commissioner Stephen Gockley
Commissioner Alana Pattermann

NAYES: None

ADJOURNMENT

The meeting was adjourned at 1:15PM

Respectfully Submitted,

Andrew Calkins
Secretary/Treasurer

ATTEST:

Stephen Gockley
Chair, Board of Commission