



Housing Authority of the City of Bellingham

Notice of Regular Board Meeting
Bellingham Housing Authority Board of Commissioners
March 18, 2025

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

Time: 1:02pm

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. Executive Director Report (Andrew Calkins, 10 minutes)
 - 2. Board Retreat Follow-Up Discussion (Andrew Calkins, 20 minutes)
- D. ACTION
 - 1. Authorize the Housing Authority of the City of Bellingham to Accept 8 Mainstream Vouchers Transferred from the Spokane Housing Authority
Approve Resolution 2820 (Andrew Calkins, 10 minutes)
- E. CONSENT ITEMS
 - 1. Motion: Approve Cash Disbursements/Vouchers for the month of February 2025
 - 2. Motion: Approve Minutes for the month of February 2025 Regular Board meeting
- F. NEW BUSINESS – COMMISSIONER REPORTS
- G. ADJOURNMENT

*The Bellingham Whatcom County Housing Authority Board of Commissioners will meet electronically on Tuesday, March 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@bellinghamhousing.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)



Bellingham & Whatcom County Housing Authorities

To: Board of Commissioners
From: Andrew Calkins, Executive Director / CEO
Date: March 18, 2025
Re: Executive Director's Update

Staffing Updates

Given a recent staff promotion, we are recruiting for a Grounds Tech I to backfill the position. We are also recruiting for an Accounting Tech – Accounts Payable professional.

FY 2025 Federal Budget

The FY 2025 federal fiscal year began on October 1, 2024 without Congress having agreed to a full HUD budget. Programs are operating on a continuing resolution lasting through March 15th. As of March 12th, the House of Representatives has passed a continuing resolution that would fund the federal government through the remainder of the fiscal year and is awaiting a vote in the Senate. A continuing resolution generally keeps funding flat throughout the fiscal year, but the House-passed version includes an increase in funding for the Housing Choice Voucher program. Industry groups are estimating that the increase in funding may be sufficient to fully renew all vouchers for the remainder of the fiscal year.

Development Updates

Over the last month, BWCHA officially redeemed the administrative office space at Samish Commons from the low-income housing development partnership and closed on the acquisition of two parcels in Bellingham's King Mountain neighborhood. We are looking forward to beginning predevelopment work on the two one-acre parcels at King Mountain, with a goal of commencing construction in 2030.

NAHRO & AWAH Conferences

Between March 10th and 12th, I attended the National Association of Housing and Redevelopment Officials' (NAHRO) Washington D.C. Legislative Conference. The conference includes an advocacy day, during which I met with the offices of Senators Murray and Cantwell and Congressman Larsen to advocate for additional affordable housing resources.

I also attended the Association of Washington Housing Authorities' quarterly conference in SeaTac. The agenda featured updates on state and federal legislative issues, presentations on PHA-specific operational issues, and updates from two state agencies (Department of Commerce and Department of Children, Youth and Families).

Office of Healthy Housing Feasibility Study

The Washington State Department of Commerce recently funded Whatcom County to undertake a study on the feasibility of developing an Office of Healthy Housing to serve all of



Whatcom County. The Whatcom Housing Alliance (WHA) has been contracted to complete the study.

According to WHA, the “feasibility study will identify if there is a need for an organization helping on issues such as housing conditions, exposure to environmental hazards, landlord and tenant communications, displacement risk, and lack of access to resources contribute to long-term health and accessibility disparities.” I have been asked to represent BWCHA on an “ad hoc task force” to provide direction and feedback throughout the study period, which should conclude by June 30. I will provide additional information to the board as the study evolves.

Community Connections

In late February I met with Bellingham Councilmember Lisa Anderson to discuss affordable housing issues and the housing development projects in BWCHA’s pipeline. I also met with tenants from Pacific Rim Apartments on March 5th to discuss property management concerns.

The Bellingham Community Development Advisory Board (CDAB) meets on Thursday March 13th and will be discussing applications received for human services funding.

Lastly, I have joined the Boards of the Housing Authorities Risk Retention Pool (HARRP) and Affordable Housing Risk Pool (AHRP), which provide property and liability insurance for Bellingham and Whatcom County Housing Authorities. The Boards meet on a quarterly basis.



NAHRO 2025 Policy Priorities

America has a housing crisis, and we are helping to solve it. NAHRO's 26,500 members play a vital role in providing homes to more than 8 million people nationwide: seniors, veterans, working families, children, persons with disabilities, and more. NAHRO members include public housing agencies (PHAs), community development groups, business partners, and thousands of dedicated professionals. Members build homes, manage properties, and revitalize economies in communities of all sizes and types, including rural, suburban, and urban areas across the United States. Streamlined programs and responsible funding is critical to their continued success, and **our housing crisis cannot be solved without them.**

What NAHRO Members Do



Housing programs. Critically, housing agencies also help develop and preserve affordable housing units across the country.

- **Housing agencies** help families access safe and secure housing through a variety of federal programs, including the Housing Choice Voucher and Public Housing programs.
- **Redevelopment agencies** restore and create vibrant neighborhoods through constructing and rehabilitating buildings and public amenities.
- **Business partners** play a pivotal role through collaboration with housing agencies and redevelopment agencies, providing products, services, and expertise that help advance housing and community development goals.

NAHRO's Legislative Policy Priorities



- Prioritize adequate and responsible funding to solve the nation's housing crisis.
- Support federal agencies in successfully meeting their mission by prioritizing staffing and information technology needs that improve service for PHAs and their residents.
- Maintain the federal commitment to housing and community development by prioritizing programs that help address the housing affordability and supply crises.
- Finalize annual appropriations on time and avoid yearlong continuing resolutions that have disastrous impacts on housing and community development programs.

Preserve Existing Affordable Units

- Fully fund the Public Housing Operating Fund and address the Operating Fund shortfall.
- Protect critical sustainability and affordable housing resources provided in the Inflation Reduction Act.
- Permanently authorize the CDBG-Disaster Recovery program and ensure federal recovery efforts reach the lowest-income and most marginalized survivors.
- Preserve the nation's public housing by fully funding the Public Housing Capital Fund backlog.
- Revise RAD Operating Cost Adjustment Factors (OCAFs) to better align with current rental market conditions.



- Increase cost-efficiencies in affordable housing rehabilitation and development by adjusting Davis Bacon wage requirements to inflation.
- Exempt housing and community development programs from Build America, Buy America (BABA) requirements, expand BABA waiver eligibility, and increase the small grants and de minimis waiver thresholds for BABA.
- Preserve affordable housing in rural communities funded by the USDA Rural Housing Service.
- Make repositioning options available to all PHAs that want them.

Strengthen and Improve Rental Assistance Programs

- Fully fund the Section 8 program, including the Housing Choice Voucher (HCV) program and Project-Based Rental Assistance (PBRA) program.
- Allow Housing Assistance Payments to be used for short-term financial assistance including security deposits, application fees, and a risk mitigation fund.
- Help HUD improve Fair Market Rents (FMRs), including increased funding for the census bureau to expand the sample size of the American Community Survey.
- Ensure Renewal Funding Inflation Factors (RFIFs) reflect the actual increased costs of running the HCV Program and appropriately track increases in Fair Market Rents.
- Allow PHAs to consider self-certification or third-party income determinations as the highest form of income verification to streamline PHA operations.
- Ensure that all families have access to neighborhoods of opportunity through mobility programs and Enhanced Payment Standards.
- Remove the Community Service and Self-Sufficiency Requirement (CSSR), which remains an inequitable policy that has little benefit for residents.
- Create a permanent Emergency Housing Rental Assistance Program, run through HUD via PHAs, to help families at-risk of homelessness maintain their home.
- Ensure that the Annual Contributions Contract (ACC) between HUD and PHAs is representative of the requirements in the 1937 Housing Act.
- Treat insurance proceeds as non-federal funding, allowing PHAs to stretch those dollars further after natural disasters strike.
- Prohibit source of income discrimination at the federal level.
- Make Emergency Housing Vouchers permanent to help address rising homelessness.

Increase the Supply of Affordable Housing in Vibrant Communities



- Provide adequate funding for the HOME Investments Partnership Program, Community Development Block Grants, and Homeless Assistance Grants.
- Increase project-basing flexibilities by allowing PHAs to project-base up to 50 percent of their portfolio to ensure affordable housing units are built and preserved in high-cost markets where unit scarcity may impact tenant-based voucher lease-ups.
- Strengthen the Low-Income Housing Tax Credit (LIHTC) by permanently increasing the allocation by 50 percent and lowering the “50 Percent Test” to 25 percent.
- Exclude federally-assisted housing from the Private Activity Bond Cap so additional bonds can be used to promote public housing preservation.
- Refine the Opportunity Zone program by providing additional incentives to encourage investment of Opportunity Funds in areas with the greatest need, and enhance the program’s effectiveness through strategic alignment with existing programs.

Promote Local Solutions

- Address homelessness by funding programs that support local approaches like the Continuum of Care program.
- Expand funding for programs that increase self-sufficiency and stability in low-income families, such as the Family Self-Sufficiency (FSS) Program, Resident Opportunities and Self-Sufficiency (ROSS) Program, and Jobs Plus.
- Empower localities to be creative in finding additional transitional housing to meet the existing demand.
- Empower residents by increasing housing choice and providing homeownership options through the promotion of the HCV Homeownership program.
- Increase funding for supportive services and mental health programs to maintain housing stability.
- Support housing agencies serving as Performance Based Contract Administrators.
- Support PHA flexibility so that agencies can meet local needs effectively.
- Improve educational options for low-income Americans by improving internet and digital access, expanding the Book Rich Environments program, and highlighting the impact on education gaps of under-resourced schools.
- Provide grants for activities that improve coordination and establish partnerships between or among housing providers, healthcare organizations, and government entities to provide supportive services and improve access to health services for low-income individuals.

Support Successful Program Implementation

- Streamline complex federal regulations and requirements to enhance the efficiency and cost-effectiveness of housing agencies, enabling them to better meet the unique needs of their communities.
- Extend this approach to current HUD initiatives, such as HOTMA and NSPIRE, to ensure practical and impactful implementation.
- Modernize HUD IT systems to ensure successful implementation of HUD policies and programs.

George Guy

*NAHRO President
Chief Executive Officer
Executive Director
Fort Wayne Housing Authority
(Fort Wayne, Ind.)*

Sean Gilbert, PHM, SPHM

*NAHRO Senior Vice President
Executive Director
Tennessee Valley Housing Services
(Morristown, Tenn.)*

Mark Thiele

Chief Executive Officer, NAHRO

Eric Oberdorfer

*Director, Policy and Legislative
Affairs, NAHRO*

NAHRO: Thriving Communities with Affordable Homes for All



Established in 1933, NAHRO is a membership organization representing over 26,000 housing and community development providers and professionals across the United States. Our members administer programs that provide more than 3 million homes for over 8 million Americans.



Our Members:

- Help families access safe, secure housing.
 - Create and preserve affordable housing.
 - Restore and revitalize communities.
 - Provide expertise, services, and solutions to advance housing and community development.
-

To Solve the Nation's Housing Challenges, Congress must:



- Ensure adequate and responsible funding to address the housing crisis.
 - Preserve affordable housing by protecting and maintaining existing units.
 - Strengthen rental assistance programs to better serve communities in need.
 - Expand the supply of affordable housing to meet growing demand.
-

2025 Legislative Priorities

- Fully fund Public Housing and rental assistance programs.
- Improve and streamline Section 8 and Public Housing programs for greater efficiency.
- Expand affordable housing supply by enhancing the Low-Income Housing Tax Credit and funding critical community development programs.
- Support local solutions that promote self-sufficiency and reduce homelessness.
- Ensure on-time and complete payments from HUD to PHAs and community development agencies for all rental assistance and community development programs.

NAHRO urges Congress to take decisive action to protect, strengthen, and expand housing resources that directly impact families and communities across the country. Together, we can solve the housing affordability and housing supply crises.

Funding Recommendations as of March 1, 2025

(in millions)

Discretionary Programs	FY 2024 Enacted	NAHRO FY 2025 Recommendations	NAHRO FY 2026 Recommendations
Public Housing Operating Fund	\$5,467	\$5,366	Fully Fund
Public Housing Operating Fund Shortfall	\$25	\$580	Fully Fund
Public Housing Capital Fund	\$3,200	\$5,000	\$5,000
Emergency Capital Needs	\$30	\$135	\$135
Choice Neighborhoods Initiative	\$75	\$150	\$150
HCV Housing Assistance Payments Renewals	\$28,491	\$32,856	Fully Fund
Administrative Fees	\$2,771	\$3,217	Fully Fund
Tenant Protection Vouchers	\$337	\$500	\$500
Mainstream Vouchers	\$743	--*	--*
Section 8 Project-Based Rental Assistance	\$16,010	\$16,686	Fully Fund
Family Self-Sufficiency	\$141	\$150	\$150
Resident Opportunity and Self Sufficiency	\$40	\$40	\$40
Jobs Plus	\$15	\$15	\$15
Community Development Block Grant (CDBG)	\$3,300	\$4,200	\$4,200
HOME Investment Partnerships Program	\$1,250	\$2,000	\$2,000
Housing Opportunities for Persons with AIDS	\$505	\$505	\$505
Homeless Assistance Grants	\$4,051	\$4,060	\$4,060

*Mainstream voucher funding is included in HCV Housing Assistance Payments Renewals and the administrative fee accounts.

For more information, view our 2025 Policy Priorities here:

National Association of Housing and Redevelopment Officials
630 Eye Street NW, Washington, D.C. 20001 | www.nahro.org



2025 Federal Legislative Priorities

Washington’s Public Housing Authorities are the largest affordable housing providers in the state and are dedicated to meeting the immediate and long-term needs of our communities.

The Association of Washington Housing Authorities calls on Congress to maintain and make significant investments in core, proven affordable housing programs to allow for the needed construction of quality and affordable housing, while advancing policies that allow housing authorities to serve the next generation more effectively.

Fully Fund and Expand Core Affordable Housing Programs

AWHA urges Congress and the Administration to maintain their federal commitment to housing assistance and community development. As our nation weathers the growing housing crisis, HUD programs require additional funding to help PHAs meet elevated operational costs and supplement declining revenues.

Pass a Strong FY 2025 HUD Budget

Housing Choice Voucher Renewals	\$30.617 Billion
Housing Choice Voucher Admin Fees	\$3.217 Billion
Public Housing Capital Fund	\$5 Billion
Public Housing Operating Fund	\$5.838 Billion

Strengthen and Expand Voucher Programs

Vouchers are a proven and effective housing affordability tool that PHAs can deploy quickly.

To stabilize low-income households and provide a much-needed revenue source for private market landlords, AWAHA urges Congress to:

- Fully fund the Section 8 program, including the Housing Choice Voucher (HCV) program and Project-Based Rental Assistance (PBRA) program.
- Fund and make permanent Emergency Housing Vouchers to help address rising homelessness.

Preserve Existing Affordable Units

- Fully fund the Public Housing Operating Fund and address the Operating Fund shortfall.
- Preserve affordable housing in rural communities funded by the USDA Rural Housing Service.

Extend & Improve the Rental Assistance Demonstration

The Rental Assistance Demonstration (RAD) allows housing authorities to leverage private capital through a variety of proven financing tools. Since FY 2012, public housing authorities have converted approximately 240,000 housing units under the RAD program. RAD has already spurred \$0.54 in non-federal, state, or local financing for every public dollar invested through public-private financing partnerships.

Congress should improve and extend this program by:

- Eliminating the authorized unit cap for the RAD program to ensure that this resource and the resulting investment does not have arbitrary limitations.
- Fully funding the RAD program at a \$50 million minimum level to allow housing authorities with high-cost, high-need properties to participate in the program, and providing at least \$50 million in funding for RAD in the Project-Based Rental Assistance Program (PBRA).
- Allowing PHAs participating in the RAD Program additional options to increase contract rents to better reflect local rental prices including integrating Tenant Based Voucher budget authority into RAD conversion contracts.



Incentivize Affordability through the Housing Tax Credit Expansion

As the primary source of financing for the construction and preservation of affordable housing, the Low-Income Housing Tax Credit (LIHTC) program is an essential tool in the fight to close the affordable housing gap. Since its creation 30 years ago, the LIHTC program has financed over 4 million homes across the United States, leveraging more than \$100 billion in private investment. In Washington alone, the housing credit has financed more than 100,000 affordable homes. Yet the need for additional resources to build and rehabilitate housing for low-income Washingtonians is stark.

Expanding LIHTC in the following ways will help address housing needs across the state:

- Lower the private activity bond (PAB) threshold test for 4% tax credit eligibility from 50% to 25% of project costs, allowing states to maximize the amount of credits spread across projects.

Provide Regulatory Relief and Program Stability

The successes of the Moving to Work program show how greater flexibility can promote more effective and efficient affordable housing programming, tailored to a local communities' needs. *AWHA thanks Senator Patty Murray for her leadership in extending the Moving to Work contracts for the Initial 39*, preserving their ability to do innovative short and long-term planning to meet the critical housing and services needs in our state.

AWHA calls on Congress to provide additional regulatory relief and programmatic certainty through the following actions:

- Expand proven, core MTW flexibilities to all housing authorities.
- Minimize the regulatory burdens of new regulations, including Build America, Buy America (BABA) and INSPIRE.

Advance Digital Literacy

With every passing year, the ability to use devices, connect to, and navigate the internet becomes even more essential for thriving in the 21st century. According to 2022 American Community Survey data, more than 270,000 Washingtonians are without a computer or internet subscription.

By promoting organizational collaboration, such as PHAs partnering with school districts or broadband providers and funding efforts to support access to broadband, devices, and technical assistance, Congress can ensure that these families don't fall farther behind.

The following actions will help Washingtonians gain access to the digital tools they need to thrive:

- Increase funding for grant programs, including the State Broadband Initiative and the State and Local Implementation Grant Programs.

Association of Washington Housing Authorities

c/o Spokane Housing Authority
25 W Nora Ave
Spokane, WA 99205

www.awha.org



**Bellingham &
Whatcom County
Housing Authorities**

333 N Samish Way
Bellingham, WA 98225

P.O. Box 9701
Bellingham, WA 98227

Phone: (360) 676-6887
Toll Free: (888) 585-3808
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MEMORANDUM

TO: Board of Commissioners

FROM: Andrew Calkins, Executive Director

DATE: March 18, 2025

SUBJECT: Resolution 2820 - Authorizing the Housing Authority of the City of Bellingham to Accept 8 Mainstream Vouchers Transferred from the Spokane Housing Authority

SUMMARY

In late 2024, the Spokane Housing Authority (SHA) approached BWCHA leadership about the possibility of transferring a small number of vouchers to BWCHA for administration. The vouchers in question were awarded under the Mainstream Voucher Program, which supports non-elderly people with disabilities, as part of an application that emphasized geographic collaboration. SHA was awarded the Mainstream Vouchers and through a competitive process project-based 8 vouchers with a local non-profit provider in Bellingham.

Presently, BWCHA is in a strong position to administer these vouchers and ensure they are effectively utilized. Transferring the vouchers to BWCHA would allow for more streamlined administration. After discussing this issue with local and national HUD staff, HUD has determined that this transfer is possible. To initiate the transfer, each housing authority must provide a signed board resolution. SHA and BWCHA are currently working towards a transfer of vouchers effective July 1, 2025.

We recommend approval of Resolution 2820 indicating the housing authority's desire to accept the transfer of these 8 Mainstream Vouchers.

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

RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF BELLINGHAM TO ACCEPT 8 MAINSTREAM VOUCHERS TRANSFERRED FROM THE SPOKANE HOUSING AUTHORITY

WHEREAS, the Spokane Housing Authority (WA055) was previously awarded an allocation of Mainstream Vouchers, eight of which were project-based with a non-profit organization in Bellingham, WA; and,

WHEREAS, the Housing Authority of the City of Bellingham (WA025) has the capacity to administer project-based vouchers and currently administers its own allocation of 150 Mainstream Vouchers; and,

WHEREAS, due to its geographic location, both public housing authorities agree that the Housing Authority of the City of Bellingham is now best situated to oversee the administration of project-based vouchers, including ensuring strong utilization of the vouchers, within its jurisdiction; and,

WHEREAS, Notice PIH 2018-12 issued by the Department of Housing and Urban Development allows for the voluntary transfer of Project-Based Housing Choice Vouchers between public housing authorities for a compelling business reason; and,

WHEREAS, the Housing Authority of the City of Bellingham is committed to utilizing the vouchers to serve the population within the housing authority’s jurisdiction and for households eligible for assistance under the Mainstream Voucher program; and

WHEREAS, the Housing Authority of the City of Bellingham desires the transfer of the 8 Mainstream Vouchers to be effective July 1, 2025;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Bellingham that the governing body does hereby authorize the transfer of 8 Mainstream Vouchers from the Spokane Housing Authority to the Housing Authority of the City of Bellingham.

DATED this 18th day of March, 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



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 **03/18/2025** the board, by (unanimous, majority) vote, does approve for payment those vouchers and the cash disbursements for the month **February 2025** described as follows:

Funds	Voucher Numbers	
Payroll 02/08/25:	<u>4374</u> to <u>4426</u>	\$ <u>139,336.29</u>
Payroll 02/22/25:	<u>4437</u> to <u>4489</u>	\$ <u>137,662.77</u>
BHA – Public Housing:	<u>1960</u> to <u>1964</u>	\$ <u>10,527.78</u>
Direct Deposit Checks	<u>1223</u> to <u>1230</u>	\$ <u>392.00</u>
Central Office/Maint. Fund:	<u>31467</u> to <u>31548</u>	\$ <u>571,85.17</u>
Direct Deposit Checks	<u>65</u> to <u>65</u>	\$ <u>9,752.94</u>
Section 8 Vouchers:	<u>127732</u> to <u>128081</u>	\$ <u>1,401,577.12</u>
Direct Deposit Checks	<u>88032</u> to <u>88104</u>	\$ <u>755,651.00</u>
BHA/Local Fund:	<u>10353</u> to <u>10361</u>	\$ <u>42,891.95</u>
WCHA – Public Housing:	<u>7658</u> to <u>7665</u>	\$ <u>885.00</u>
Direct Deposit Checks	<u>867</u> to <u>871</u>	\$ <u>562.00</u>
*Misc. ACH & Wire Transfers	<u>JV 24154</u> to <u>JV 24204</u>	\$ <u>-26,932.09</u>

Chair

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

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

The Board of Commissioners of Bellingham Housing Authority (“BHA”) held a regular meeting on Tuesday, February 18, 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 Terry Bornemann
Commissioner Dave Finet
Commissioner Stephen Gockley
Commissioner Alana Pattermann

Absent & Excused:

BWCHA Staff Presenters:

Lindsay Burmeister, Executive Services/HR Manager
Andrew Calkins, Executive Director
Steve Grichel, Housing Programs Manager

Guest Presenters:

Myriah Train, Indigo Property Management

PUBLIC COMMENT AND RESIDENT INPUT

Paul Moore – Washington Square Resident – Reports that residents are vocalizing concerns about “what is happening in DC”.

B. REPORTS

1. Executive Director Report: Attached to the Agenda
 - Strategic Initiatives: Attached to the Agenda
2. Low Income Housing Credit (LIHTC) Portfolio Report: Attached to the Agenda

C. DISCUSSION / ACTION ITEMS

1. Approve Section 8 Management Assessment Program (SEMAP) Certification

Approve Resolution 2819

Commissioner Pattermann moved to approve the motion

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

AYES:

Commissioner Valerie Billmire
Commissioner Terry Bornemann
Commissioner Dave Finet
Commissioner Stephen Gockley
Commissioner Alana Pattermann

NAYES: None

D. CONSENT ITEMS

1. Commissioner Billmire moved to approve the Consent Agenda as follows:

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

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

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

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

NAYES: None

E. COMMISSIONER UPDATES

1. **Commissioner Finet:**

- Sumas Square - Recommends an update from BHA to the Sumas community regarding the improvements to Sumas Square.
- Nooksack Valley Foodbank – The Everson Presbyterian Church gifted property to the Nooksack Valley Foodbank so that the foodbank can continue to operate in their current location.

F. ADJOURNMENT

The public meeting was adjourned at 2:03 p.m.

Respectfully Submitted,

Andrew Calkins, Secretary/Treasurer

ATTEST:

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

**January 2025 – December 2025 Regular Meeting Schedule of the
Bellingham Whatcom County Housing Authorities Board of Commissioners**

<u>Date and Time</u>	<u>Locations</u>
Tuesday, January 21, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, February 18, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, March 18, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, April 15, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, May 20, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, June 17, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, July 15, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, August 19, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, September 16, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
*Tuesday, October 21, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, November 18, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom
Tuesday, December 16, 2025 1:00PM	BWCHA Administrative Building 321 N. Samish Way & Hybrid via Zoom

**Notice will be provided if there are changes in dates, times or locations
of any of the above noted meetings.**

*Annual Meeting/Elections

To Watch the Meetings

The Board of Commissioners conduct meetings in a hybrid format to allow for remote participation. Members of the public may join by phone, join by zoom, or watch in person at the BWCHA Board Room located at 321 N. Samish Way, Bellingham.

To Join the Meeting (Members of the Public)

Webinar ID: 868 2734 6793

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

(data rates may apply)

To Join via Phone:

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(253) 215-8782 (Tacoma); (206) 337-9723 (Seattle)

(669) 900-6833 (Portland); (971) 247-1195 (Phoenix); (346) 248-7799 (San Jose)

To Submit Public Comment

Those who wish to provide public comment may send direct e-mail to publiccomment@bellinghamhousing.org or by mail at PO Box 9701 Bellingham, WA 98227, no later than 5pm on the Monday prior to the meeting.

Annual Board of Commissioners 2025 Meeting Calendar
Bellingham Housing Authority & Housing Authority of Whatcom County

January	February	March
Reports Quarterly: Operations	Reports Quarterly: LIHTC Portfolio Approve HUD SEMAP Certification	Reports Quarterly: Development
Discussion/Action Bi-Annual: IT Report	Discussion/Action SEMAP Review	Discussion/Action
April	May	June
Reports Quarterly: Operations Quarterly: Q4 Finance Report	Reports Quarterly: LIHTC Portfolio Quarterly: Q1 Finance Report	Reports Quarterly: Development
Discussion/Action New/Renewing Commissioners	Discussion/Action	Discussion/Action ED Annual Performance Evaluation
July	August	September
Reports Quarterly: Operations Bi Annual: IT Report	Reports Quarterly: LIHTC Portfolio Quarterly: Q2 Finance Report	Reports Quarterly: Development
Discussion/Action	Discussion/Action Review PHA Plan Set Public Hearing Date	Discussion/Action Agency Plan Public Hearing Nominate Officers Preliminary 2024- 2025 Board Schedule FY2023 Audit Exit (Invite SAO)
October	November	December
Reports Quarterly: Operations Quarterly: Finance - Agency Budget	Reports Quarterly: LIHTC Portfolio Quarterly: Q3 Finance Report	Reports Quarterly: Development Bi-Annual: IT Report
Discussion/Action Elect Chair & Vice-Chair Utility Allowance & PH Flat Rent Schedule HCV Payment Standards	Discussion/Action Maintenance Schedule of Charges	Discussion/Action Flexible Spending Budget Variances Agency Salaries, co-premiums, CBA

New and changed items are in blue