



Notice of Regular Board Meeting
Whatcom County Housing Authority Board of Commissioners
Tuesday, March 17, 2026

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 accepted in-person, virtually, or in writing. Public Comments provided in writing must be submitted no later than 5pm on the day prior to the meeting
- C. REPORTS
None.
- D. DISCUSSION / ACTION ITEMS
1. Recognize the Service of Commissioner Dave Finet Throughout his Tenure on the Board of Commissioners
Approve Resolution 827 (Andrew Calkins, 10 minutes)
 2. Providing for the Refinancing, Rehabilitation and Continued Operation of River House Apartments
Approve Resolution 828 (Kate Donnelly, 10 minutes)
- E. CONSENT ITEMS
1. Motion: Approve Cash Disbursements/Vouchers for the months of February 2026
 2. Motion: Approve Minutes for the month of February 2026 Regular Board meeting
- F. ADJOURNMENT

*The Bellingham Whatcom County Housing Authority Board of Commissioners will meet electronically on Tuesday, March 17, 2026. **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.***

***Public Comments** are accepted in-person, virtually, or in writing. Those who wish to provide **written public comment**: please send direct e-mail to publiccomment@bellinghamhousing.org 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**

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: March 17, 2026

SUBJECT: RESOLUTION 828: Providing for the Refinancing, Rehabilitation, and Continued Operation of River House Apartments

SUMMARY

River House Apartments is a 50-unit property in Lynden, constructed in 1998 to provide housing for low-income seniors. The Partnership was originally financed using the Low-Income Housing Tax Credit program and resources from Washington State's Housing Trust Fund (HTF). The site currently includes a project-based voucher contract covering 23 (or 43%) of the units.

Today, River House Apartments is owned and operated by River House Associates, L.P. Whatcom County Housing Authority (WCHA) acts as the general partner in the partnership, and as of August 2016, the original limited partner assigned their interest to the Bellingham Housing Authority. The property has continued to operate well, however, capital needs have accumulated. BWCHA staff have identified areas for modernization and capital improvements, including elevator modernization and roof replacements. The partnership currently includes approximately \$200,000 in replacement reserves which are insufficient to address immediate and ongoing capital needs.

Resolution 828 provides for the rehabilitation and potential refinancing of River House Apartments, including the submission of applications for preservation and repair funding from state, local, or other sources. Washington State's Department of Commerce currently has a \$24.1 million preservation funding round open for affordable housing properties that have previously received HTF funds. Staff believe River House is well-positioned for this application, given the age of the property (now 28 years old), lack of other available resources, and the population served. Approval of this resolution would allow BWCHA to submit applications for this, and other funding opportunities.

HOUSING AUTHORITY OF WHATCOM COUNTY RESOLUTION NO. 828

APPROVE RESOLUTION 828 – A RESOLUTION PROVIDING FOR THE REFINANCING, REHABILITATION, AND CONTINUED OPERATION OF AN AFFORDABLE RENTAL HOUSING PROJECT WITHIN THE CITY OF LYNDEN, WASHINGTON, AND PROVIDING FOR OTHER MATTERS PROPERLY RELATED THERETO.

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF WHATCOM COUNTY, as follows:

Section 1. The Board of Commissioners (the “Board”) of the Housing Authority of Whatcom County (the “Authority”) finds and determines that:

(a) The Authority seeks to encourage the provision of long-term housing for low-income persons residing within Whatcom County, Washington (the “County”).

(b) The Authority is authorized by the Housing Authorities Law (chapter 35.82 RCW) to, among other things: (i) “prepare, carry out, acquire, lease and operate housing projects; to provide for the construction, reconstruction, improvement, alteration or repair of any housing project or any part thereof” (RCW 35.82.070(2)); (ii) “lease or rent any dwellings . . . buildings, structures or facilities embraced in any housing project” (RCW 35.82.070(5)); (iii) “make and execute contracts and other instruments, including but not limited to partnership agreements” (RCW 35.82.070(1)); (iv) “make . . . loans for the . . . acquisition, construction . . . rehabilitation, improvement . . . or refinancing of land, buildings, or developments for housing of persons of low income” (RCW 35.82.070(18)); and (v) “delegate to one or more of its agents or employees such powers or duties as [the Authority] may deem proper” (RCW 35.82.040).

(c) The phrase “housing project” is defined by RCW 35.82.020 to include, among other things, “any work or undertaking . . . to provide decent, safe and sanitary urban or rural dwellings, apartments, mobile home parks or other living accommodations for persons of low income.”

(d) The Authority expects to participate in the refinancing, rehabilitation, and continued operation and maintenance of an affordable rental housing project, River House Apartments, located at 100 Riverview Road in Lynden, Washington (the “Project”). The Authority has determined that additional resources are necessary in order to address capital needs to extend the useful life of the Project. The total financing for the rehabilitation of the Project is expected to require the use of various funding sources, including loans and grants from public and private lenders.

(e) Based on its consideration of the funding sources available for the Project, the need for affordable housing in the County, and other matters, the Board deems it necessary to proceed with the transactions described in this resolution.

Section 2. The Authority’s Executive Director, the Authority’s Director of Asset Development and their respective designees (each, an “Authorized Officer” and, collectively, the “Authorized Officers”), and each of them acting alone, are authorized on behalf of the Authority to

take any other action that they deem necessary and advisable to give effect to this resolution and the transactions contemplated herein.

Section 3. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority to: (i) apply for, and enter into contracts relating to such funding for the Project as they deem necessary or desirable, including without limitation public and/or private sector financing, Community Development Block Grant(s), Washington State Housing Trust Fund grant(s) and/or loan(s), and other federal, state and local funds; (ii) negotiate contracts relating to the use, management and naming of Project buildings.

Section 4. The Authority is authorized to expend such funds as are necessary to pay for all filing fees, application fees, registration fees and other costs relating to the actions authorized by this resolution.

Section 5. The Authorized Officers, and each of them acting alone, are hereby directed, and granted the discretionary authority, to execute and deliver any and all other certificates, documents, agreements and instruments that are necessary or appropriate in their discretion to give effect to this resolution and to consummate the transactions contemplated herein, including, but not limited to, contracts with architects, engineers and other consultants, and construction contracts.

Section 6. Any action required by this resolution to be taken by the Executive Director of the Authority may, in their absence, be taken by the Director of Asset Development of the Authority.

Section 7. Any actions of the Authority or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

Section 8. This resolution shall be in full force and effect from and after its adoption and approval.

DATED this 17th day of March, 2026.

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

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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 **03/17/2026** the board, by (unanimous, majority) vote, does approve for payment those vouchers and the cash disbursements for the month **February 2026** described as follows:

Funds	Voucher Numbers	
Payroll 2/7/26:	<u>6001</u> to <u>6051</u>	\$ <u>136,708.75</u>
Payroll 2/21/26:	<u>6061</u> to <u>6111</u>	\$ <u>187,831.37</u>
BHA – Public Housing:	<u>2065</u> to <u>2074</u>	\$ <u>8,629.36</u>
Direct Deposit Checks	<u>1320</u> to <u>1326</u>	\$ <u>510.00</u>
Central Office/Maint. Fund:	<u>32680</u> to <u>32770</u>	\$ <u>479,486.99</u>
Section 8 Vouchers:	<u>131623</u> to <u>131947</u>	\$ <u>909,382.19</u>
Direct Deposit Checks	<u>89392</u> to <u>89532</u>	\$ <u>1,371,991.43</u>
BHA/Local Fund:	<u>10518</u> to <u>10536</u>	\$ <u>177,030.08</u>
Direct Deposit Checks	<u>121</u> to <u>123</u>	\$ <u>63,521.66</u>
WCHA – Public Housing:	<u>7742</u> to <u>7747</u>	\$ <u>1,055.00</u>
Direct Deposit Checks	<u>916</u> to <u>918</u>	\$ <u>420.00</u>

Chair

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

WHATCOM COUNTY HOUSING AUTHORITY
Board of Commissioners Regular Meeting
February 17, 2026

The Board of Commissioners of Whatcom County Housing Authority (“WCHA”) held a regular meeting on Tuesday, February 17, 2026 in a hybrid format. The meeting was called to order at 1:01 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 Terry Bornemann
Commissioner Valerie Billmire
Commissioner Stephen Gockley
Commissioner Alana Pattermann

Absent & Excused: Commissioner Dave Finet

BWCHA Staff Presenters: Lindsay Burmeister, Executive Services/HR Manager
Andrew Calkins, Executive Director

Guest Presenters: None

PUBLIC COMMENT AND RESIDENT INPUT

None

B. REPORTS

None

C. DISCUSSION / ACTION ITEMS:

None

D. CONSENT

Commissioner Bornemann moved to approve the Consent Agenda as follows:

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

Motion: Approve Cash Disbursement/Vouchers for the Month of January 2026.

Motion: Approve Minutes for the December 2025 Regular WCHA Board meeting.

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

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

NAYES: None

ADJOURNMENT

The meeting was adjourned at 1:04PM

Respectfully Submitted,

Andrew Calkins
Secretary/Treasurer

ATTEST:

Stephen Gockley
Chair, Board of Commission



Bellingham & Whatcom County Housing Authorities

333 N Samish Way
Bellingham, WA 98225

P.O. Box 9701
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Public Comment Policy

Purpose: The purpose of the policy is to provide clear guidelines, standards, and expectations for members of the public and board members during public comment or public hearing portions of a BWCHA Board of Commissioners meeting.

Public Comment Periods: The Board of Commissioners encourages and welcomes input from the public on issues of interest and importance to the Bellingham & Whatcom County Housing Authorities. Each regular meeting of the Board of Commissioners will provide an opportunity for public comment. During this period, the public may provide input on any issue of import to the board, including those on the agenda.

Unless otherwise posted as part of the meeting notice, public comment will be accepted in the following forms:

- In-Person: Individuals may attend in person to address the board.
- Virtually: Regular board meetings will provide an opportunity for virtual participation. Individuals may provide public comment virtually via Zoom or another utilized and noticed platform.
- In Writing: Comments submitted in writing must be submitted by 5:00PM the day before the board meeting to publiccomment@bellinghamhousing.org. Comments will be distributed to all board members prior to the board meeting.

In-person and virtual comments will be limited to three minutes. Any materials commenters want to submit to the Board shall be submitted to the Secretary or Board coordinator for distribution.

Public Expression Guidelines: BWCHA emphasizes respectful and relevant contributions, allowing residents and interested parties to engage with BWCHA on issues within the Board's purview while maintaining orderly and productive meetings.

Speakers may offer objective comments on housing authority operations and programs that concern them. Speakers shall be courteous in their language and not engage in disruptive behavior. Disruptive behavior includes, but is not limited to: personal attacks; unsubstantiated allegations directed at Commissioners, staff, property managers, or residents; the use of abusive, threatening, or intemperate language; physical aggression or incitement to violence; and refusal to comply with the time limits established in this public comment policy.

Individuals who engage in disruptive behavior may receive a warning and, if necessary, be removed from the meeting.