



Notice of Regular Board Meeting
Whatcom County Housing Authority Board of Commissioners
Tuesday, September 15, 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 only accepted in writing and must be submitted no later than 5pm on the day prior to the meeting.

C. REPORTS

1. WCHA Quarterly Financial Report

(Jana Robbins, 10 minutes)

RECESS THE PUBLIC MEETING AND OPEN A PUBLIC HEARING OF INTENT TO APPROVE RESOLUTION 829, FY 2027 WCHA PHA PLAN

D. PUBLIC HEARING

Public Hearing: Intent to Approve Resolution 829, FY 2027 WCHA PHA Plan

CLOSE THE PUBLIC HEARING ON INTENT TO APPROVE RESOLUTION 829, FY 2027 WCHA PHA PLAN

RECESS THE PUBLIC MEETING AND OPEN A PUBLIC HEARING OF INTENT TO APPROVE RESOLUTION 830, WCHA PUBLIC HOUSING 2026–2030 CAPITAL FUND 5-YEAR ACTION PLAN

E. PUBLIC HEARING

Public Hearing: WCHA Public Housing 2026-2030 Capital Fund 5-Year Action Plan

CLOSE THE PUBLIC HEARING ON INTENT TO APPROVE RESOLUTION 830, WCHA PUBLIC HOUSING 2026–2030 CAPITAL FUND 5-YEAR ACTION PLAN

F. DISCUSSION / ACTION ITEMS

1. Approve FY 2027 WCHA PHA Plan ([Link to doc](#))
Approve Resolution 829

(Andrew Calkins, Steve Grichel & Robyn Weber, 10 minutes)

2. Approve WCHA Public Housing 2026-2030 Capital Fund 5-Year Action Plan
Approve Resolution 830

(Tony Casale, 5 minutes)

3. Nomination for Chair and Vice Chair (November 2026 - October 2027)

(Andrew Calkins, 5 minutes)

G. CONSENT ITEMS

1. Motion: Approve Cash Disbursements/Vouchers for the month of August 2026
2. Motion: Approve Minutes for the month of August 2026 Regular Board meeting
3. Motion: Approve BOC Meetings Calendar (January 2027 – December 2027)

H. ADJOURNMENT

*The Bellingham Whatcom County Housing Authority Board of Commissioners will meet electronically on Tuesday, September 15, 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.***

*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)

Whatcom County Housing Authority 2nd Quarter 2026 Financial Report

Analysis – Budget to Actual Income Statement

Variances over 10% explained below:

Revenue Variances

Rental Income (line 1)

Tenant rent includes a line for interest. The reduction in revenue from this line is the interest that will be booked at the end of the year. As the year progresses, the differences should be minimized.

Other Tenant Income (line 2)

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, cleaning fees, and miscellaneous income that haven't been realized.

Grant Income (line 3)

HUD PHA Operating grants and subsidies are on par for the month and year. We received capital grant funds that were not included in the budget.

Other Income (line 4)

We budgeted for a cash flow waterfall in WCHA. River House did not cash flow this year as expected.

Tenant Services Expense (line 6)

We budgeted for some tenant screening expenses that have not been realized to date.

Maintenance Expenses (line 8)

Maintenance expenses are up for the month and 2nd quarter 2026. This is mostly due to increased contract fees for service costs, as the maintenance team has overcome the shortages in staff in the beginning of the year.

General Expenses (line 9)

General expenses are down based on staff shortages in accounting. Bad debt for the first quarter will be combined with the second quarter this year and will be booked in the third quarter.

Analysis – Statement of Net Position

Variances over 10% explained below.

Restricted cash -Tenant Security Deposits – others (line 2)

The reduction in tenant security deposits is the result of move outs for tenants.

Prepaid Expenses (line 7)

The reduction in prepaid expenses is the allocation of IT and Insurance costs that are booked as prepaid and reduced over time.

Capital Assets Non-Depreciable (line 12)

The increase in capital assets non depreciable is an increase in work in progress for several projects, consisting of a roofing project at SeaMist Townhouses, as well as electrical work for Baycrest.

Accrued liabilities - other (line 18)

The increase in accrued liabilities – other relates to the timing of paying payroll benefits and other payables.

Whatcom County Housing Authority
2nd Quarter Budget to Actual
6/30/2026

		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	31,844.13	40,573.46	-8,729.33	-22%	200,411.40	243,440.76	-43,029.36	-18%	486,881.53
Other Tenant Income	2	94.77	1,312.97	-1,218.20	-93%	2,637.52	7,877.82	-5,240.30	-67%	15,755.51
Grant Income	3	57,344.35	14,219.77	43,124.58	303%	329,585.99	85,318.62	244,267.37	286%	170,637.28
Other Income	4	0.00	2,169.92	-2,169.92	-100%	7.95	13,019.52	13,019.52	100%	26,039.00
Total Income		89,283.25	58,276.12	31,007.13	53.21	532,642.86	349,656.72	182,986.14	52.33	699,313.32
Expense										
Administrative Expense	5	16,985.62	17,910.15	924.53	5%	112,612.80	107,460.90	-5,151.90	-5%	214,922.09
Tenant Services Expense	6	0.00	41.67	41.67	100%	127.06	250.02	122.96	49%	500.00
Utility Expense	7	5,504.48	6,558.48	1,054.00	16%	36,071.55	39,350.88	3,279.33	8%	78,701.60
Maintenance Expense	8	25,692.63	21,189.81	-4,502.82	-21%	183,860.43	127,138.86	-56,721.57	-45%	254,277.79
General Expense	9	5,728.07	6,808.57	1,080.50	16%	33,467.49	40,851.42	7,383.93	18%	81,702.94
Total Expense		53,910.80	52,508.68	-1,402.12	-2.67	366,139.33	315,052.08	-51,087.25	-16.22	630,104.42
Net Income		35,372.45	5,767.44	29,605.01	513.31	166,503.53	34,604.64	131,898.89	381%	69,208.90

WHATCOM COUNTY HOUSING AUTHORITY
Statement of Net Position
6/30/2026

		12/31/2025	6/30/2026	\$ Change	% Change
ASSETS					
<i>Current assets:</i>					
Cash and cash equivalents	1	1,463,715	1,333,396	(130,319)	-9%
Restricted cash - tenant security deposits	2	33,527	27,887	(5,640)	-17%
Restricted cash - other	3	1,168,256	1,152,388	(15,868)	-1%
Accounts receivable (net)					
Tenants	4	53,684	57,958	4,274	8%
HUD	5	4,326		(4,326)	
Miscellaneous	6	105,391	105,391	0	0%
Prepaid expenses	7	81,430	50,232	(31,198)	-38%
Total current assets		2,910,329	2,727,251	(183,078)	-6%
<i>Non-current assets:</i>					
Restricted investments					
Notes receivable from related parties	8	2,139,202	2,139,202	-	0%
Accrued interest receivable	9	777,723	777,723	0	0%
Investment in related parties	10	191,940	191,940	-	0%
Net pension asset	11	37,130	37,130	0	0%
Capital assets					
Non-depreciable	12	1,042,985	1,337,273	294,288	28%
Net depreciable	13	2,683,984	2,683,984	(0)	0%
Total non-current assets		6,872,964	7,167,253	294,289	4%
Total Assets		9,783,293	9,894,504	111,211	1%
Deferred outflows of resources					
Amounts related to pensions and OPEB	14	57,938	57,938	0	0%
Total Deferred Outflows of Resources		57,938	57,938	0	0%
LIABILITIES					
<i>Current liabilities:</i>					
Accounts payable	15	230,444	241,380	10,936	5%
Tenant security deposits	16	55,582	55,962	380	1%
Unearned revenues	17	939,830	946,707	6,877	1%
Accrued liabilities - other	18	88,652	100,884	12,232	14%
Current portion of long-term compensated absence	19	19,468	19,468	(0)	0%
Current portion of long-term debt					
Capital projects	20	15,362	15,362	-	0%
Total current liabilities		1,349,337	1,379,762	30,424	2%
<i>Noncurrent liabilities:</i>					
Accrued interest	21	35,870	35,870	0	0%
Bonds, notes and loans payable					
Capital projects	22	242,140	242,140	-	0%
Accrued compensated absences	23	14,234	14,234	(0)	0%
Other post-employment benefits	24	68,634	68,634	(0)	0%
Pension liabilities	25	8,859	8,859	0	0%
Total noncurrent liabilities		369,737	369,737	(0)	0%
Total Liabilities		1,719,074	1,749,499	30,424	2%
Deferred inflows of resources					
Amounts related to pensions	26	12,941	12,941	(0)	0%
Total Deferred Inflows of Resources		12,941	12,941	(0)	0%
NET POSITION					
Net Investment in capital assets		3,469,467	3,763,755	294,288	8%
Restricted		1,183,331	1,174,544	(8,787)	-1%
Unrestricted		3,456,418	3,251,703	(204,715)	-6%
Total Net Position		8,109,216	8,190,002	80,786	1%



**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: Andrew Calkins, Executive Director
Robyn Weber, Affordable Housing Programs Manager

DATE: September 15, 2026

SUBJECT: Resolution 829 – FY 2027 WCHA PHA Plan

BACKGROUND

The Public Housing Agency (PHA) Plan is a comprehensive guide to the policies, programs, operations, and strategies for meeting local housing needs and goals. PHA's are required to submit Annual Plans, and a 5-Year Plan every fifth fiscal year to HUD. Housing authorities meeting the definition of a small PHA, are known as "Qualified PHAs" and are exempt from the annual plan requirement. The Whatcom County Housing Authority is a qualified PHA because it has fewer than 550 combined public housing units and housing choice vouchers.

SUMMARY

As a qualified PHA, WCHA is exempt from the annual submission, however it is still required to report any updates to the Admissions and Continued Occupancy Policy (ACOP) and hold a public hearing. The ACOP is the guiding policy and procedural document for the public housing program and is the same for both WHCA and BHA.

We reviewed the proposed plan and ACOP revisions at the August meeting. Exhibit A, attached to this memo contains a comprehensive summary of this year's revisions. Since August, one change was made to Chapter 6 of the ACOP, clarifying the phase in of new medical deduction limits.

The public comment period was July 20 through September 4, including a presentation at Baycrest Homes in Blaine on August 5, 2026. A summary of comments from this meeting is attached. No additional comments were received.

We recommend approval of Resolution 829 approving the FY 2027 WCHA PHA Plan that will be effective January 1, 2027.

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

APPROVE 2027 PUBLIC HOUSING AUTHORITY (PHA) PLAN

WHEREAS, the U.S. Department of Housing and Urban Development requires the Housing Authority of Whatcom County to approve the PHA Plan; and

WHEREAS, it is necessary to update the Admissions and Continued Occupancy Policy to clarify and/or add language allowed by the U.S. Department of Housing and Urban Development (HUD) to comply with the Public Housing Program governed by 24 CFR 5; and

WHEREAS, the attached Exhibit A provides a summary of the proposed changes and additions to the Admissions and Continued Occupancy Policy; and

WHEREAS, a public hearing and resident advisory board meeting have been held for public comments and the comments have been considered; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Whatcom County that the PHA Plan and required attachments and policies are hereby approved as stated on the certification attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to submit the approved PHA Plan to the U. S. Department of Housing and Urban Development.

DATED this 15th day of September 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

EXHIBIT A
BOARD OF COMMISSIONERS MEETING OF
SUMMARY OF PROPOSED CHANGES
2027 PUBLIC HOUSING AUTHORITY (PHA) PLAN

September 15, 2026

The following elements of the PHA Plan have been revised as follows:

The Admissions and Continued Occupancy Policy (ACOP)

The revisions noted below represent policy changes, significant revisions, changes in practice, clarification/clean up language and updated regulatory citations.

Introduction

- Revised to account for most recent HOTMA guidance.

Chapter 1

- Revised history of the program section to include information on full HOTMA compliance.

Chapter 2

- Revised equal access language.
- Revised policy language on serving limited English proficient (LEP) persons.
- Elaborated policy language on how to file a discrimination complaint.
- Clarified language regarding enforcement actions on national origin discrimination per FHEO memo 9/19/25.

Chapter 3

- Contains clarifications on citizenship or eligible immigration status.
- Contains clarifications on compliance of consent to release of information per Notice PIH 2024-38.
- Revised to account for updated HUD guidance on use of arrests records set forth in Notice PIH 2025-26.
- Added clarification regarding criminal background checks per Notice PIH 2012-28.
- Removed language calling out policy that will apply upon the HOTMA compliance date.

Chapter 4

- Revised policy language on limited English proficient (LEP) persons.

Chapter 6

- Removed policy language regarding Earned Income Disallowance, as this has now fully sunset.
- Updated for inflationary adjustments.
- Clarified student financial assistance.
- Clarified alimony and child support per Notice PIH 2023-27 and answers received from Hotmaquestions@hud.gov.
- Clarified phased-in relief for hardship exemptions based on answers received from Hotmaquestions@hud.gov.
- Clarified phased in medical deduction based on status as of 12/31/2026

Chapter 7

- Revised policy regarding Deceased Tenants Reports per Notice PIH 2026-11.
- Clarified student financial assistance.
- Clarified the treatment of income based on answers received from Hotmaquestions@hud.gov.
- Updated inflationary adjustments.
- Clarified citizenship or eligible immigration status.

Chapter 9

- Revisions on conducting interim reexaminations per Notice PIH 2023-27, revision 3.

Chapter 10

- This chapter contains edits to reflect rescinding of notice FHEO 2020-01.

Chapter 11

- This chapter contains only minor modifications for clarity.

Chapter 12

- Clarified language to reflect updated VAWA forms.

Chapter 13

- Contains clarifications on compliance of consent to release of information per Notice PIH 2024-38.
- Revised to account for updated HUD guidance on use of arrest records set forth in Notice PIH 2025-26.
- Revised sections on death of a sole family member and family absence from the unit per Notice PIH 2026-11.

Chapter 14

- Revised policy language on limited English proficient (LEP) persons.

Chapter 15

- Revised amount of federal awards required to have an independent audit.

Chapter 16

- Matched policy language on repayment of debts to Model Admin Plan.
- Clarified language to reflect updated VAWA forms and included sample versions of new forms.

Glossary

- Revised definitions to reflect updated VAWA forms.
- Removed pre-HOTMA definitions and language calling out definitions that will apply upon the HOTMA compliance date.

Appendix

- Removed appendix.



**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: Tony Casale, Director of Asset Development

DATE: September 15, 2026

SUBJECT: Resolution 830 – Approve 2026-2030 5-Year Action Plan for the Public Housing Capital Fund Grant Program

SUMMARY

The Housing Authority of Whatcom County’s draft 2026-2030 5-Year Action Plan for the Public Housing Capital Fund Grant Program was presented at the August Board Meeting, and today we seek Commissioner approval of Resolution 830 so we can begin accessing FY2026 grants funds.

BACKGROUND

As a component of the Low-Income Public Housing Program, the Whatcom County Housing Authority receives an annual grant from the Department of Housing and Urban Development through their Capital Fund Program (CFP). Grant amounts are based on congressional appropriations and subject to change year-to-year, there is no competitive application process that must be followed.

The Capital Fund Program provides financial assistance to housing authorities for the specific purpose of modernizing existing public housing sites and addressing non-routine maintenance items that are not covered by the Operating Fund Program. Each year, housing authorities are required to develop or update a 5-Year Action Plan (Action Plan) to include anticipated work items that will be covered by subsequent CFP grants. Prior to finalizing a new Action Plan and accepting each year’s CFP grant, the housing authority must conduct outreach meetings with residents and resident advisory boards, hold a public hearing, and seek approval from the Board of Commissioners.

The Whatcom County Housing Authority operates with a “rolling” plan, which means that it is updated each year by adding activities for the final year being covered. For example, this year we are adding work items for the FY2030 grant but are required to carry forward work items previously established for 2026-2029. Once work activities are included in an approved Action Plan, they can be moved to a different year as needed, but new items cannot be added without HUD approval. Any new work activities that constitute a “significant amendment” will trigger requirements for another round of consultation meetings with residents and Commissioners.

In the 5-Year Action Plan, work items are organized based on which grant funds will be used to pay for the activities, not necessarily which calendar year during which the work will take place.

RESOLUTION 830

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

APPROVE 2026-2030 5-YEAR ACTION PLAN FOR PUBLIC HOUSING CAPITAL FUND GRANT PROGRAM

WHEREAS the U.S. Department of Housing and Urban Development requires that the Housing Authority of Whatcom County's Board of Commissioners approve a 5-Year Action Plan for the Public Housing Capital Fund Program prior to accepting new grant funds;

WHEREAS the Housing Authority of Whatcom County operates with a rolling 5-Year Action Plan as authorized by 24 CFR 905;

WHEREAS rolling 5-Year Action Plans are required to be updated and submitted annually to comply with requirements of the Public Housing program;

WHEREAS the attached Exhibit A containing a summary of work activity items included in the updated 5-Year Action Plan was reviewed with Commissioners during the August 2026 Board Meeting;

WHEREAS housing authority staff previously conducted a public hearing and resident consultation meeting(s) to advise and accept comment on the proposed 2026-2030 5-Year Action Plan; and

WHEREAS housing authority staff have collected all comments pertaining to this 5-Year Action Plan and described how it has/will address the recommendations or comments.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Whatcom County that the Public Housing Capital Fund Program 2026-2030 5-Year Action Plan is hereby approved; and

BE IT FURTHER RESOLVED that the Executive Director or their designee is hereby authorized to submit the approved 5-Year Action Plan to the U. S. Department of Housing and Urban Development.

DATED this 15th day of September 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

Exhibit A

2026-2030 WCHA Narrative Five Year Action Plan

The Whatcom County Housing Authority's 2026–2030 Capital Fund 5-Year Action Plan focuses on preserving and modernizing its public housing portfolio to ensure long-term viability, resident safety, and quality of life. Planned activities emphasize critical building system upgrades, resident amenity improvements, and compliance with HUD regulations. The plan includes provisions for emergency and unforeseen capital needs to address urgent health, safety, and structural concerns as they arise, ensuring the Housing Authority's ability to maintain quality housing for its residents throughout the five-year period. The years indicated are the funding years and not necessarily the project year.

2026

2026	Admin	\$ 27,200.00	WCHA may budget and expend up to 10% of its annual Capital Fund grant for administrative costs, including staff salaries, project management, and other eligible administrative expenses.
2026	A&E	\$ 10,000.00	Program is utilized for architectural and engineering services associated with capital improvements such as siding, exterior patios, windows, and other building envelope or site-related upgrades.
2026	Baycrest Electrical	\$ 112,000.00	Replace ungrounded outlets, wiring, and breaker boxes in 8 remaining homes.
2026	Seamist Ventilation Work	\$ 50,000.00	Update Seamist attic ventilation system per design
2026	Landscaping/Playgrounds	\$ 35,000.00	Update landscaping and backfill playgrounds at the Birches, Baycrest, Seamist, Bay Townhouses
2026	Interior/Exterior Modernization	\$ 38,008.00	Unforeseen capital needs and emergency repairs necessary to protect the health, safety, and security of residents, or to prevent further deterioration of housing properties.
		\$ 272,208.00	\$ -

2027

2027	Admin	\$ 27,200.00	WCHA may budget and expend up to 10% of its annual Capital Fund grant for administrative costs, including staff salaries, project management, and other eligible administrative expenses.
2027	A&E	\$ 10,000.00	Program is utilized for architectural and engineering services associated with capital improvements
2027	Asphalt and Concrete Repairs and Replacement	\$ 50,000.00	Seal cracks, seal two coats asphalt and paint lines as required.
2027	Interior/Exterior Modernization	\$ 50,000.00	Unforeseen capital needs and emergency repairs necessary to protect the health, safety, and security
2027	Seamist siding, windows and envelope modernization	\$ 135,008.00	Replacement of exterior siding and windows, and improve envelop at Seamist to improve building durability, weather resistance, and appearance.
		\$ 272,208.00	\$ -

2028

2028	Admin	\$ 27,200.00	WCHA may budget and expend up to 10% of its annual Capital Fund grant for administrative costs, including staff salaries, project management, and other eligible administrative expenses.
2028	A&E	\$ 10,000.00	Program is utilized for architectural and engineering services associated with capital improvements such as siding, exterior patios, windows, and other building envelope or site-related upgrades.

2028	Interior/Exterior Modernization	\$ 115,008.00	Unforeseen capital needs and emergency repairs necessary to protect the health, safety, and security of residents, or to prevent further deterioration of housing properties.
2028	The Birches Walking Path	\$ 50,000.00	Procure, bid, and asphalt walkway, or replacement as needed, to address safety hazards, and improve accessibility for the Birches walking path.
2028	Landscaping/playground backfills	\$ 30,000.00	Update landscaping and backfill playgrounds at the Birches, Baycrest, Seamist, Bay Townhouses.
2028	The Birches Roofs	\$ 40,000.00	Replace roofs, gutters and downspouts at Birches Units 107,109,113
		\$ 272,208.00	\$ -
2029			
2029	Admin	\$ 27,200.00	WCHA may budget and expend up to 10% of its annual Capital Fund grant for administrative costs, including staff salaries, project management, and other eligible administrative expenses.
2029	A&E	\$ 10,000.00	Program is utilized for architectural and engineering services associated with capital improvements such as siding, exterior patios, windows, and other building envelope or site-related upgrades.
2029	Interior/Exterior Modernization	\$ 90,008.00	Unforeseen capital needs and emergency repairs necessary to protect the health, safety, and security of residents, or to prevent further deterioration of housing properties.
2029	Asphalt and Concrete Repairs and Replacement	\$ 35,000.00	Procure, bid, and complete asphalt and concrete repairs or replacement as needed to address safety hazards, improve accessibility, and maintain driveways, parking areas, sidewalks, and patios. (Birches)
2029	The Birches siding, windows and envelope modernization	\$ 110,000.00	Replacement of exterior siding and windows, and improve envelop at the Birches to improve building durability, weather resistance, and appearance.
		\$ 272,208.00	\$ -
2030			
2030	Admin	\$ 27,200.00	WCHA may budget and expend up to 10% of its annual Capital Fund grant for administrative costs, including staff salaries, project management, and other eligible administrative expenses.
2030	A&E	\$ 15,000.00	Program is utilized for architectural and engineering services associated with capital improvements such as siding, exterior patios, windows, and other building envelope or site-related upgrades.
2030	Interior/Exterior Modernization	\$ 109,096.00	Unforeseen capital needs and emergency repairs necessary to protect the health, safety, and security of residents, or to prevent further deterioration of housing properties.
2030	Baycrest Fencing	\$ 50,000.00	Procure, bid, and complete fencing and private areas at the Baycrest Homes
2030	Bay Townhouse siding, windows and envelope modernization	\$ 70,912.00	Replacement of exterior siding and windows, and improve envelop at the Bay Townhouses to improve building durability, weather resistance, and appearance.
		\$ 272,208.00	\$ -



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 **09/15/2026** the board, by (unanimous, majority) vote, does approve for payment those vouchers and the cash disbursements for the month **August 2026** described as follows:

Funds	Voucher Numbers	
Payroll 08/05/26:	<u>6803</u> to <u>6858</u>	\$ <u>165,007.28</u>
Payroll 08/22/26:	<u>6868</u> to <u>6925</u>	\$ <u>224,520.77</u>
BHA – Public Housing:	<u>2126</u> to <u>2140</u>	\$ <u>405,425.41</u>
Direct Deposit Checks	<u>1361</u> to <u>1369</u>	\$ <u>776.00</u>
Central Office/Maint. Fund:	<u>33241</u> to <u>33325</u>	\$ <u>310,698.34</u>
Direct Deposit Checks	<u>95</u> to <u>103</u>	\$ <u>123,996.56</u>
Section 8 Vouchers:	<u>133550</u> to <u>133871</u>	\$ <u>848,360.38</u>
Direct Deposit Checks	<u>90286</u> to <u>90433</u>	\$ <u>1,563,657.45</u>
BHA/Local Fund:	<u>10643</u> to <u>10664</u>	\$ <u>140,652.80</u>
Direct Deposit Checks	<u>132</u> to <u>132</u>	\$ <u>3,488.00</u>
WCHA – Public Housing:	<u>7772</u> to <u>7776</u>	\$ <u>23,272.19</u>
Direct Deposit Checks	<u>933</u> to <u>936</u>	\$ <u>458.00</u>
WC/Local Fund:	<u>102</u> to <u>103</u>	\$ <u>14,640.64</u>
*Misc. ACH & Wire Transfers	<u>JV 25755</u> to <u>JV 25837</u>	\$ <u>-26,546.37</u>

Chair

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

WHATCOM COUNTY HOUSING AUTHORITY
Board of Commissioners Regular Meeting
August 18, 2026

The Board of Commissioners of Whatcom County Housing Authority (“WCHA”) held a regular meeting on Tuesday, August 18, 2026 in a hybrid format. The meeting was called to order at 1:00 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 Stephen Gockley
Commissioner Steven Price
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
Steve Grichel, Housing Programs Manager
Robyn Weber, Affordable Housing Programs Manager

Guest Presenters:

None

PUBLIC COMMENT AND RESIDENT INPUT

Deanna Vitt, BHA Employee, Union Representative – Membership presented petition to board in June. Believes they are still experiencing disregard for their rights with regards to salary study. Section 25.4 of CBA requires that the salary study is a joint process. Feels that the employer has established a pattern of failing to engage with the Union.

Ty Vogel, BHA Employee, Union Chapter President – COO no longer with the Housing Authority. No continuity plan has been announced. Asking for a neutral third-party investigation into the Executive Director’s conduct at all levels of the staff.

B. REPORTS

None

C. DISCUSSION / ACTION ITEMS:

1. Review Proposed Revisions to the WCHA PHA Plan ([Link to doc](#))
Robyn Weber, Affordable Housing Programs Manager, presented the proposed revisions to the WCHA PHA Plan.
2. Review WCHA Public Housing Draft 5-year Action Plan for Capital Fund Grant Program 2026 – 2030 – Attached to the Agenda

Tony Casale, Director of Development, provided a draft 5-year Action Plan for the Capital Fund Grant Program 2026 – 2030.

D. CONSENT

Commissioner Price moved to approve the Consent Agenda as follows:

Motion: Approve Cash Disbursements/Vouchers for the months of June 2026 and July 2026

Motion: Approve Minutes for the month of June 2026 Regular Board meeting

Motion: Set public hearing date for FY 2027 WCHA Agency Plan for Tuesday, September 15, 2026

Motion: Set public hearing date for WCHA Capital Fund 5-year Action Plan for Tuesday, September 15, 2026

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

AYES:
Commissioner Valerie Billmire
Commissioner Stephen Gockley
Commissioner Steven Price
Commissioner Alana Pattermann

NAYES: None

ADJOURNMENT

The meeting was adjourned at 1:39PM

Respectfully Submitted,

Andrew Calkins
Secretary/Treasurer

ATTEST:

Stephen Gockley
Chair, Board of Commission

**January 2027 – December 2027 Regular Meeting Schedule of the
Bellingham Whatcom County Housing Authorities Board of Commissioners**

Date and Time

Locations

Tuesday, January 19, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

Tuesday, February 16, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

Tuesday, March 16, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

Tuesday, April 20, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

Tuesday, May 18, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

Tuesday, June 15, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

Tuesday, July 20, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

Tuesday, August 17, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

Tuesday, September 21, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

*Tuesday, October 19, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

Tuesday, November 16, 2027
1:00PM

BWCHA Administrative Building
321 N. Samish Way & Hybrid via Zoom

**Tuesday, December 14, 2027
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

**Second Tuesday of the Month

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:

(phone service provider rates may apply)

(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 present the comment in person at the meeting, or 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.



Bellingham & Whatcom County Housing Authorities

333 N Samish Way
Bellingham, WA 98225

P.O. Box 9701
Bellingham, WA 98227

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.