

Meeting Minutes of the Mason County Housing Authority

Call to order:

A meeting of the Mason County Housing Authority was called to order on March 7, 2018 at 9:00 am.

Attendees:

Attendees included Kathy Haigh, Gary Gorden, John Bolender, Shelly Bellisle

Approval of minutes:

John made a motion to approve the January and February 2018 meeting minutes, Gary seconded that motion. The motion passes.

Director's Report:

Kathy stated that the annual report of the auditors was complete. She also got a EIV# that allows Cascade Management to work with all the financial and with HUD on behalf of the Housing Authority. The recertification process is coming along. Kathy stated that there is approximately \$15,000 in the account to work with. Kathy talked a little about HB2261 and it is just waiting for the Governor to sign the bill. Kathy is still working with Dave Windom to see what the county is willing to do to help the Housing Authority, hoping to have some answers by the end of the month. We are still needing board members and it would be nice if we can get a grant writer and someone to handle the day to day projects. Kathy would like to see Todd Parker manage the day to day side of the housing authority. If we have these 2 components, then we could apply for state funding.

Cascade Management:

Debra from Cascade Management was on the phone for some questions. When Debra took over the Mason County Housing Authority she had a huge back log. She sent a statement to HUD for \$53,000 and they may have to pay in installments due to lack of funds. John talked to Debra about needing the variance reports monthly. Debra will work on getting them to us by the 20th of the month along with the financial reports. Once we see the variance reports and how they will be set up then we can see what, if anything needs added them. The recertification process is almost complete for all properties. Debra stated that one all the paperwork is in the re-certifications take about 45 minutes each to complete. There are looking for tenants now to fill vacancies and for the waitlist. There are now two managers that are onsite, one is located at

Kneeland Park and that other is located at The Coves. They are splitting all the responsibility for all the units and it seems to be working well.

New Business:

John is setting up a meeting with Crossroads and the commissioners, he is trying for Tuesday March 27th. The meeting will be to discuss where they are compared to where we are and what we can work on together for all us to become better, and about different funding sources.

Adjourned:

Meeting adjourned at 9:55 am.




Chair- Kathy Haigh



Date of approval



Clerk of the Board-Shelly Bellisle



Date of approval

