

# MASON COUNTY HOUSING AUTHORITY MINUTES

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF MASON COUNTY (MCHA) HELD AT 9:00 A.M. **November 14, 2018**, AT THE MASON COUNTY HEALTH AND HUMAN SERVICES DEPARTMENT, 415 NORTH SIXTH STREET, SHELTON, WA 98584

1. **CALL TO ORDER AND ROLL CALL:** Commissioner Haigh called the meeting to order at 10:30 a.m.

2. Roll call was as follows:

**Present:**

Commissioner Kathy Haigh  
Commissioner John Bolender  
Commissioner Gary Yando

**Also Present:**

Shelly Bellisle, Mason County Health and Human Services  
Tom Davis, Veterans Support  
Bob Rogers, City of Shelton Mayor  
Lisa Frazier, Mason County Treasurer  
Leo Kim, Mason County Auditor  
Jenny Muller, Mason County Auditor  
Julie Richert, Mason County Treasurer  
Debra Frontino, Cascade Management Company  
Keri, Cascade Management Company

3. **MINUTES:**

Approval of the October 3, 2018 meeting minutes.

Motion was made to approve the October 3, 2018, 2018 minutes by Commissioner Yando and seconded by Commissioner Bolender. **Motion passed**

Approval of the Special meeting, October 17, 2018 meeting minutes

Motion was made to approve the, October 17, 2018 minutes by Commissioner Yando and seconded by Commissioner Bolender. **Motion passed**

4. **AUDITOR/TREASURER:**

There was discussion on how that billing/payment process will work and who will be doing that. Also, the question was asked on where the monthly reports will be sent.

5. **COMMISSIONERS/CHAIR COMMENTS:**

The BOCC has asked for a long-term plan. The Housing Authority is trying to get funding from the County for the repairs for the decks and stairs. Kathy will check and see if Todd Parker can come to the next meeting to talk about the RFP process for requesting funds from the County.

Kathy asked Debra if there is any way to find money to replace all the toilets with low-flow toilets?

HOUSING AUTHORITY OF MASON COUNTY BOARD MINUTES

---

Debra stated that she will work on this.

Kathy will be calling some of the smaller housing authorities to see how they get their funding.

Kathy to try to get David from Cascade Management meeting to come to the next meeting to discuss some concerns.

**6. CASCADE MANAGEMENT:**

Debra gave a brief overview on all the complexes.

The Coves- There are 2 vacant units, the budget for these have been approved with a \$25 rent increase. It has been requested that all the units become Rural Development units, at this time only 53 of the 60 units fall under this funding. At this point The Coves are stable.

Pine Garden- This is at 100% occupancy currently. This property has had no rent increases for the last 2 years. The increases are now waiting for approval to increase both years at one time. This will be approximately \$40-50.

Kneeland Park-Has 3 vacant units currently. They are all ready for move in.

All the complexes should be doing good within the next month. Debra should have all the budgets done by Thanksgiving.


**7. FUTURE MEETINGS**

**December 5, 2018**

**8. ADJOURNMENT:**

There being no further business, Chair Haigh adjourned the meeting at 12:05 p.m.

  
Clerk of the Board                      12/5/18  
Date

  
Chair                                      12/5/18  
Date

SEAL: