

**Spokane Housing Authority dba  
NORTHEAST WASHINGTON HOUSING SOLUTIONS  
BOARD OF COMMISSIONERS – REGULAR MEETING**

**February 22, 2010  
MINUTES**

**Commissioner Attendees:**

Terri Symbol, Chair	Mark Dresback, Vice-Chair
Rhea Coble, Commissioner	
Steve Cervantes, Secretary	Kammi Smith, Counsel
Shannon Kapek, Commissioner (Arrived at 3:55, Item 7.3)	

- 1. Call to Order** – Chair Symbol called the regular meeting to order at 3:31 P.M.
- 2. Public Comment** – None.
- 3. Chair Comments** –
  - 3.1** Chair Symbol asked about the Payment Standard Waiver Rescission – Yvette Buckley, Senior Assisted Housing Manager, discussed how the waiver rescission efforts are progressing.
- 4. Commissioner Comments/Reports** – Vice-Chair Dresback reported the Finance Committee met on February 22<sup>nd</sup> and had no concerns.
- 5. Consent Calendar** – All items listed under the “Consent Calendar” are considered to be routine and will be enacted *by one motion* unless a Commissioner or citizen so requires, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.
  - 5.1 Review of Minutes: Regular Meeting held on January 25, 2010**
  - 5.2 Approval of Cash Disbursements for 1-01-10 to 1-31-10**
  - 5.3 Summary of Tenant Write-offs January 2010**
  - 5.4 Utilization Reports for January 2010**
  - 5.5 NEWHS Department Updates**
    - 5.5.1 Finance & Admin Department Update**
    - 5.5.2 Property Management**
    - 5.5.3 Assisted Housing**
    - 5.5.4 Development Department**

Vice-Chair Dresback motioned to approve the Consent Calendar, Commissioner Coble seconded, and all approved unanimously.

- 6. New Business**
  - 6.1 Lucy Lepinski recommended a motion to approve Public Housing Utility Allowances to be effective April 1, 2010** – Vice-Chair Dresback motioned to approve the Public Housing Utility Allowances, seconded by Commissioner Coble, the motion passed unanimously.
- 7. Unfinished Business**

**7.1 Lucy Lepinski reported on Pearl Occupancy and discussed upcoming advertising efforts**

**7.2 Cindy Weiser recommended adoption of Resolution #545 McDonald Manor Refinance** – Ms. Weiser introduced Laura McAloon of K&L Gates; who discussed the details of the refinance. Commissioner Kapek moved to adopt Resolution #545, seconded by Commissioner Coble; Vice-Chair abstained, and all others approved unanimously.

**7.3 Action Items from Board Retreat**

**7.3.1 Steve Cervantes recommended a motion to approve NEWHS's Business Plan for Fiscal Years 2010-2015** – Commissioner Kapek motioned to approve NEWHS's Business Plan for 2010-2015, seconded by Vice-Chair Dresback, and the motion was passed unanimously.

**8. Executive Session – none.**

**9. Future Meetings:**

**Regular Meetings: March 22, 2010 and April 19, 2010**

March 2010							April 2010						
M	T	W	T	F	S	S	M	T	W	T	F	S	S
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
<b>22</b>	23	24	25	26	27	28	<b>19</b>	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

**10. Adjournment** – The regular meeting was adjourned by Chair Symbol at 4:32 P.M.

Secretary:   
Steve A. Cervantes

Chair:   
Terri Symbol