

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

**April 19, 2010  
MINUTES**

**Commissioner Attendees:**

Terri Symbol, Chair	Mark Dresback, Vice Chair
Shannon Kapek, Commissioner	Rhea Coble, Commissioner
Jeff Nave, Commissioner	Steve Cervantes, Secretary

**Commissioner Absentees:**

Kammi Smith, Counsel

**1. Call to Order** – Chair Symbol called the regular meeting to order at 3:35 P.M.

**2. Public Comment** – None.

**3. Chair Comments**

**3.1 Introduction of Jeff Nave, newly appointed by the City of Spokane as a NEWHS commissioner.** – Steve Cervantes introduced Jeff Nave as a new commissioner, appointed by the City of Spokane.

**4. Commissioner Comments / Reports**

Chair Symbol presented Art Noll with an award for an excellent “Crashing Through” presentation at his Dale Carnegie course.

Vice Chair Dresback reported that the financial footings of SHA appear to be solid. He mentioned that Valley 206 and Cornerstone Courtyard are being closely monitored due to financial difficulties.

Vice Chair Dresback welcomed Mr. Nave as part of the Board.

Steve Cervantes spoke briefly of his attendance at the NAHRO Conference held in D.C., particularly mentioned that other agencies struggled with the rescission as well. Mr. Cervantes has appealed the HQS Standard requiring a window in each bedroom.

**5. Consent Calendar**-All items listed under the “Consent Calendar” are considered to be in 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 March 22, 2010**

**5.2 Approval of Cash Disbursements for 3-01-10 to 3-31-10**

**5.3 Summary of Tenant Write-offs March 2010**

**5.4 Utilization Reports for March 2010**

**5.5 NEWHS Department Updates**

**5.5.1 Finance & Admin Department Update**

**5.5.2 Property Management**  
**5.5.3 Development Department**

Commissioner Coble motioned to approve the Consent Calendar with the removal of the Review of Minutes, Vice- Chair Dresback seconded, and all approved unanimously.

**6. New Business**

**6.1 Art Noll recommended adoption of Resolution #548 to Approve SLIHC's Proposed Loan for Predevelopment activities on the Progress Place site.**

Chair Symbol expressed concern with the lack of a full Development Plan for the project that is typically presented and reviewed by the Development Committee. Commissioner Nave proposed a change to wording in the resolution, indicating that no funding would be expended prior to Board Approval. Vice- Chair Dresback motioned to approve Resolution #548 with the noted revision. Commissioner Nave seconded and all approved unanimously.

**6.2 Review of Minutes**

Vice- Chair Dresback motioned to approve the Minutes with proposed changes, Commissioner Coble seconded, and all approved unanimously.

**7. Unfinished Business**

**7.1 Mary Jo Braaten presented an Assisted Housing Department Update**

Ms. Braaten updated the Board with information regarding the rescission. She mentioned that 335 hours of overtime were necessary in order to meet the deadline. She has concern meeting "High Performer" status this year because of the issues caused by the rescission.

**7.2 Val McNeill presented an update on Pearl Occupancy**

Val McNeill informed the Board that the Pearl on Adams has 31 of the 35 units occupied. She mentioned there are pending applications for the remaining units and that an ice cream social was held for staff last week which generated two leads. Ms. McNeill assured that marketing efforts are continuing and that the deadline to fully occupy the Pearl is April 30, 2010.

**7.3 Art Noll presented an update on the Martindale funding process and the pre-design activities**

Mr. Noll stated that selective demolition will occur at Martindale. The soil samples have been completed. Mr. Noll mentioned that an energy efficient HVAC system will be installed. He has concerns for the cost of masonry repair. The windows are to be cleaned, have lead removed, and new glazing installed. The exterior of the building will reflect the character of the old high school and the interior will reflect the character of housing. Sewer and water are to be replaced and Avista incentives are also available.

**8. Executive Session – none.**

**9. Future Meetings: Regular Meetings: May 24, 2010 and June 28, 2010**

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

**10. Adjournment** The regular meeting was adjourned by Chair Symbol at 5:10 P.M.

Secretary:   
 Steve A. Cervantes

Chair:   
 Terri Symbol