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AGENDA

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

BREMERTON HOUSING AUTHORITY

The Summit at Bay Vista

4650 Bay Vista Boulevard, (Commons), 1st Floor

Monday, August 28, 2023, 5:30 PM

BHA will be closed, and all Board Members, staff and the public may participate in the meeting in-person.

1. CALL TO ORDER

2. ROLL CALL

3. **PUBLIC COMMENT:** Open Forum for Citizen Input (5 minutes per person, 15 minutes time limit). If you have an issue to address before the Commissioners on any item not included on the agenda at this time, please raise your hand and wait to be recognized by the Chairperson. When you have been recognized, please announce your name before you present your comments.

4. CHAIR COMMENTS:

5. COMMISSIONER COMMENTS:

6. **APPROVAL OF CONSENT AGENDA:** All items listed under the "Consent Agenda" are considered to be routine and will be enacted **by one motion** unless a Commissioner so requires, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

6.1 Approval of Regular Minutes: June 26, 2023

6.1.1 Approval of Housing/Business Solutions Committee Minutes: June 22, 2023

6.1.2 Approval of Strategic Planning Session Minutes: July 21, 2023

6.2 Approval of Cash Disbursements –

June 2023: \$21,267,892.07

July 2023: \$20,955,401.02

6.3 Approval of Write-offs for Multi-Family/Public Housing Department - Tenant Accounts Receivable -

June 2023: No Write offs

July 2023: \$11,623.94

- 6.4 Approval of Write-offs for the Section 8 Housing Choice Voucher Program -
June 2023: No Write offs
July 2023: \$235.00
- 6.5 Approval of Write-offs for the Landlord AR Section 8/Housing Choice Voucher program –
June 2023: No Write offs
July 2023: No Write offs

7. EXECUTIVE DIRECTOR'S REPORT:

7.1 Executive:

- | | |
|--|-------------------|
| 7.1.1 Executive Director Report | Discussion |
| 7.1.2 Resolution B23-14 Rental Assistance Demonstration (RAD) Section 18 Application | Motion |

7.2 Finance:

- | | |
|--|-------------------|
| 7.2.1 Resolution B23-12 Adding Bank Signer and Authorization | Motion |
| 7.2.2 Financial Report for the Third Quarter FY 2023 | Discussion |

7.3 Housing Management:

- | | |
|---|-------------------|
| 7.3.1 Tenant-Based Occupancy Report – Housing Choice Vouchers, SRO Project Based, SHP, and TBRA (June and July) | Discussion |
| 7.3.2 Property Vacancy Report (June and July) | Discussion |

7.4 Business Solutions:

- | | |
|--------------------------|-------------------|
| 7.4.1 SEMAP Presentation | Discussion |
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7.5 Human Resources:

- | | |
|------------------------------|-------------------|
| 7.5.1 Human Resources Report | Discussion |
|------------------------------|-------------------|

7.6 Contract Management Services:

- | | |
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| 7.6.1 Resolution B23-13 Approve Removal of Sherman Enstrom and Appointment of Windy Epps to the Board of Directors of CMS | Motion |
| 7.6.2 Resolution B23-19 Authorizing the Executive Director to Enter into a Service Agreement with MRCC Transformation Solutions | Motion |

8. EXECUTIVE SESSION:

- 8.1 Potential real estate purchase per RCW 42.30.110(1)(b). This portion of the meeting will be closed to the public.

9. UNFINISHED BUSINESS:

- | | |
|---------------------------|---------------|
| 9.1 Vice Chair Nomination | Motion |
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10. NEW BUSINESS:

10.1 Resolution B23-16 Authorizing the Submittal of a 2023 Housing Trust Fund Application for a Traditional Housing Trust Fund and/or Apple Health and Home Grant (KMHS). **Motion**

10.2 Resolution B23-17 Authorizing the Submittal of a 2023 Housing Trust Fund Application for a Traditional Housing Trust Fund (Manette). **Motion**

10.3 Resolution B23-18 Authorizing the Executive Director to enter into a Purchase and Sale Agreement with Soundview LR LLC. **Motion**

11. FUTURE 2023 MEETINGS September 25, and November 27, 2023 (No Board Meeting in December)

Finance/CMS/Human Resources Committee: September 21, at 4:00 PM

Housing/Business Solutions Committee: October 19, at 4:00 PM

September 2023						
S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

12. ADJOURNMENT: