

## MEETING NOTICE

**ANNUAL MEETING OF THE  
BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY  
OF SNOHOMISH COUNTY**

**DATE: Tuesday, May 21, 2019  
TIME: 12:00 PM  
LOCATION: HASCO CONFERENCE ROOM  
12711—4<sup>TH</sup> AVE W  
EVERETT, WA 98204**

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## AGENDA

### INTRODUCTION AND OATH OF OFFICE

- A. New Commissioner, Joseph Alonzo
- B. **ROLL CALL**

### CONSENT ITEMS

- C. **APPROVE** Agenda for the May 21, 2019 Annual Meeting..... **1**
- D. **ACTION** on Minutes of the April 16, 2019 Regular Meeting..... **2**
- E. **Resolution No. 2340** Authorizing Payment of April 2019 Expenditures ..... **5**

### PRESENTATION

- F. **Employee Anniversary Recognition**

### ACTION ITEMS

- G. **Election of Officers** for the 2019-2020 Term
- H. **Resolution No. 2341** Enacting a Conflict of Interest Policy for HASCO's Board of Commissioners..... **13**
- I. **Resolution No. 2342** Surplus of Agency Vehicle ..... **14**

### INFORMATION ITEMS

- J. Finance Report
- K. Legal Counsel Report
- L. Commissioners' Report
- M. Executive Director Report
- N. **ADJOURNMENT**

The Regular Meeting of the Board of Commissioners was convened at 12:00 pm on Tuesday, April 16, 2019 at the Housing Authority of Snohomish County.

**Present:** Commissioner Matsumoto Wright  
Commissioner Rusko  
Commissioner Wallace  
Commissioner Weikel

**Absent and Excused:** Commissioner Choy

**Staff:** Duane Leonard, Executive Director  
Jenisa Story, Director of HR and Administrative Services  
Liz Dewey, Human Resources Specialist

**CONSENT ITEMS**

Commissioner Weikel moved for approval of consent items. Commissioner Rusko seconded and the motion passed unanimously to adopt the following:

**Item B. APPROVE Agenda for the April 16, 2019 Regular Meeting**

**Item C. ACTION on Minutes of the March 19, 2019 Regular Meeting**

**Item D. Resolution No. 2335 Authorizing Payment of March 2019 Expenditures**

**ACTION ITEMS**

**Item E. Resolution No. 2336 Approve FY20 Utility Allowance Rates**

This resolution authorizes the Executive Director to implement the new schedule for tenant-furnished utilities and other services effective July 1, 2019, for new participants, rehuses and for continuing participants as their annual income reviews occur.

Commissioner Weikel moved to approve the resolution. Commissioner Rusko seconded and the motion was unanimously approved.

**Item F. Resolution No. 2337 Ratification of a Home Sale at Alpine Ridge South**

This resolution ratifies the sale of a home at Alpine Ridge East.

Commissioner Weikel moved to approve the resolution. Commissioner Rusko seconded and the motion was unanimously approved.

**Item G. Resolution No. 2338 Amending the Chain of Command in the Absence of the Executive Director**

This resolution updates the chain of command to the following: 1) Executive Director, 2) Director of Finance, 3) Director of Human Resources and Administrative Services.

Commissioner Weikel moved to approve the resolution. Commissioner Rusko seconded and the motion was unanimously approved.

**Item H. Resolution No. 2339 Approving an Amendment to the Position Classification Plan**

This resolution amends the position classification plan to reflect the following position change: addition of one Financial Analyst (Grade 5).

Commissioner Rusko moved to approve the resolution. Commissioner Weikel seconded and the motion was unanimously approved.

**INFORMATION ITEMS**

**Item I. – Commissioners’ Report**

Commissioner Matsumoto Wright reviewed her experience at NAHRO and how stories from current tenants help with Legislators understanding the work that HASCO does. She also discussed that they met with every Representative from Snohomish County and met with the Senators as part of the trip to advocate for housing issues.

**Item J. – Executive Director Report**

Duane Leonard reported that Westend won a national award from Associated Builders and Contractors for the rehabilitation of Westend. We plan to hold a meeting there at some point during the summer or fall.

The financing closed on the Carvel bond; HASCO secured a very good interest rate (all-in 3.73%). The Snohomish County Council Legislative meeting will occur on April 17; the Board Commissioner will be voted on at that time. The person being considered is Joe Alonzo from Cocoon House.

The review being done as part of the AHAB process continues to find gaps in HASCO’s policies which will be addressed as part of the process. Items will be brought in the future to the Board for their sign-off as these updates are made. The first will be a Conflict of Interest policy for each Board member to sign and Sarah Max will come in next month to present.

The zoning meeting for the Whispering Pines rezone is next week. The prevailing wage issue has been resolved as the decision has reverted to previous methods of collecting salary surveys to

determine the prevailing wage. The closing on transferring Maud's House to the Volunteers of America is wrapping up. County Executive Somers has established a County Housing Task Force and Duane is hoping to be on the Board on behalf of HASCO.

**ADJOURNMENT**

Commissioner Weikel moved to adjourn the meeting. Commissioner Matsumoto Wright adjourned the meeting at 12:30 pm.

\_\_\_\_\_  
Kyoko Matsumoto Wright, Chairperson

SEAL  
ATTEST

\_\_\_\_\_  
Secretary

**HOUSING AUTHORITY OF SNOHOMISH COUNTY  
RESOLUTION NO. 2340**

**AUTHORIZING PAYMENT OF APRIL 2019 EXPENDITURES**

**WHEREAS**, the Executive Director has reviewed and approved HASCO expenditures for the month ending April 30, 2019.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SNOHOMISH COUNTY** that

Payment authorization is approved for April 2019 expenditures as attached.

**DATED, this 21st day of May, 2019.**

The Chairperson thereupon declared said motion carried and said Resolution adopted.

\_\_\_\_\_  
Kyoko Matsumoto Wright, Chairperson

**SEAL**

**ATTEST:**

\_\_\_\_\_  
Secretary

# ***Housing Authority of Snohomish County***

## ***Expenditure Approval***

***Month(s) Ending: April 2019***

***I have reviewed the attached expenditures listing totaling  
\$6,791,625.81 and have indicated any changes to be made.  
I hereby approve payment of the expenditures.***

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***Duane Leonard - Executive Director***

***Prepared by: Stephanie Jensen***

**AFFORDABLE HOUSING PAYABLE LOG**

Property Name	Date	Amount	Description	Date wired
Autumn Chase	04/03/19	\$28,939.52	04/02/19 payables	4/4/2019
Autumn Chase	04/09/19	\$7,875.50	04/10/19 payroll	4/9/2019
Autumn Chase	04/10/19	\$10,088.62	04/09/19 payables	4/11/2019
Autumn Chase	04/17/19	\$7,968.28	04/16/19 payables	4/18/2019
Autumn Chase	04/24/19	\$8,680.37	04/25/19 payroll	4/24/2019
Autumn Chase	04/24/19	\$32,986.46	04/23/19 payables	4/25/2019
<b>Autumn Chase Total</b>		<b>\$96,538.75</b>		
Bristol Square	04/03/19	\$5,284.29	04/01/19 payables	4/4/2019
Bristol Square	04/05/19	\$5,566.81	04/05/19 payroll	4/4/2019
Bristol Square	04/10/19	\$8,226.47	04/08/19 payables	4/11/2019
Bristol Square	04/17/19	\$254.98	04/15/19 payables	4/18/2019
Bristol Square	04/18/19	\$6,012.22	04/19/19 payroll	4/18/2019
Bristol Square	04/24/19	\$63,006.19	04/22/19 payables	4/25/2019
<b>Bristol Square Total</b>		<b>\$88,350.96</b>		
Carvel Apartments	04/03/19	\$4,323.22	04/02/19 payables	4/4/2019
Carvel Apartments	04/09/19	\$13,937.51	04/10/19 payroll	4/9/2019
Carvel Apartments	04/10/19	\$88,943.84	04/09/19 payables	4/11/2019
Carvel Apartments	04/17/19	\$37,553.57	04/16/19 payables	4/18/2019
Carvel Apartments	04/24/19	\$14,785.06	04/25/19 payroll	4/24/2019
Carvel Apartments	04/24/19	\$14,670.19	04/23/19 payables	4/25/2019
<b>Carvel Apartments Total</b>		<b>\$174,213.39</b>		
Ebey Arms	04/03/19	\$5,883.82	04/02/19 payables	4/4/2019
Ebey Arms	04/09/19	\$3,174.42	04/10/19 payroll	4/9/2019
Ebey Arms	04/10/19	\$3,145.37	04/09/19 payables	4/11/2019
Ebey Arms	04/17/19	\$6,049.41	04/16/19 payables	4/18/2019
Ebey Arms	04/24/19	\$3,186.63	04/25/19 payroll	4/24/2019
Ebey Arms	04/24/19	\$3,753.19	04/23/19 payables	4/25/2019
<b>Ebey Arms Total</b>		<b>\$25,192.84</b>		
Edmonds Highlands	04/03/19	\$3,407.76	04/02/19 payables	4/4/2019
Edmonds Highlands	04/09/19	\$6,028.47	04/10/19 payroll	4/9/2019
Edmonds Highlands	04/10/19	\$24,384.91	04/09/19 payables	4/11/2019
Edmonds Highlands	04/17/19	\$5,004.02	04/16/19 payables	4/18/2019
Edmonds Highlands	04/24/19	\$6,544.05	04/25/19 payroll	4/24/2019
Edmonds Highlands	04/24/19	\$5,010.18	04/23/19 payables	4/25/2019
<b>Edmonds Highlands Total</b>		<b>\$50,379.39</b>		
Millwood Estates	04/03/19	\$77,436.66	04/02/19 payables	4/4/2019
Millwood Estates	04/09/19	\$10,954.24	04/10/19 payroll	4/9/2019
Millwood Estates	04/10/19	\$98,794.58	04/09/19 payables	4/11/2019
Millwood Estates	04/17/19	\$38,840.73	04/16/19 payables	4/18/2019
Millwood Estates	04/24/19	\$12,187.56	04/25/19 payroll	4/24/2019
Millwood Estates	04/24/19	\$55,770.30	04/23/19 payables	4/25/2019
<b>Millwood Estates Total</b>		<b>\$293,984.07</b>		
Raintree Village	04/03/19	\$3,695.30	04/01/19 payables	4/4/2019
Raintree Village	04/05/19	\$5,061.39	04/05/19 payroll	4/4/2019
Raintree Village	04/10/19	\$7,837.57	04/08/19 payables	4/11/2019
Raintree Village	04/17/19	\$1,071.47	04/15/19 payables	4/18/2019
Raintree Village	04/18/19	\$5,006.73	04/19/19 payroll	4/18/2019
Raintree Village	04/24/19	\$28,534.62	04/22/19 payables	4/25/2019
<b>Raintree Village Total</b>		<b>\$51,207.08</b>		
Valley Commons	04/03/19	\$621.60	04/02/19 payables	4/4/2019
Valley Commons	04/09/19	\$2,187.15	04/10/19 payroll	4/9/2019
Valley Commons	04/10/19	\$23,717.24	04/09/19 payables	4/11/2019
Valley Commons	04/17/19	\$3,387.74	04/16/19 payables	4/18/2019
Valley Commons	04/24/19	\$2,216.79	04/25/19 payroll	4/24/2019
Valley Commons	04/24/19	\$11,812.86	04/23/19 payables	4/25/2019
<b>Valley Commons Total</b>		<b>\$43,943.38</b>		
Whispering Pines	04/03/19	\$2,977.71	04/01/19 payables	4/4/2019
Whispering Pines	04/05/19	\$16,975.70	04/05/19 payroll	4/4/2019
Whispering Pines	04/10/19	\$18,354.33	04/08/19 payables	4/11/2019
Whispering Pines	04/17/19	\$9,457.19	04/15/19 payables	4/18/2019
Whispering Pines	04/18/19	\$15,513.96	04/19/19 payroll	4/18/2019
Whispering Pines	04/24/19	\$15,249.12	04/22/19 payables	4/25/2019
<b>Whispering Pines Total</b>		<b>\$78,528.01</b>		
<b>Grand Total</b>		<b>\$ 902,337.87</b>		

ItemDate	PayeeName	CheckNumber	ItemAmount
4/1/2019	Berkadia Loan Payment		(45,456.83)
4/1/2019	Key Bank Loan Payment		(150,607.33)
4/1/2019	Banner Bank Loan Payment		(19,971.57)
4/1/2019	Bellwether Loan Payment		(36,005.99)
4/1/2019	Dougherty Loan Payment		(40,555.35)
4/1/2019	Banner Bank Loan Payment		(4,537.30)
4/1/2019	Bank of America		(7,283.72)
4/1/2019	Bank of America		(20,159.75)
4/1/2019	Bank of America		(8,915.28)
4/1/2019	Bank of America		(9,550.44)
4/1/2019	Bank of America		(1,876.95)
4/1/2019	Bank of America		(10,132.42)
4/1/2019	ADP Inc	718867	(1,027.30)
4/1/2019	PUD No. 1 of Snohomish County		(248.00)
4/1/2019	USDA	718866	(4,207.51)
4/2/2019	Brenda K Hall	718868	(150.00)
4/4/2019	Department of Licensing		(13.00)
4/5/2019	AAA of Everett Fire Extinguisher Co Inc	718869	(199.45)
4/5/2019	ADP Inc	718870	(408.55)
4/5/2019	Advantage Building Services	718871	(198.00)
4/5/2019	Alliance 2020 Inc	718872	(69.13)
4/5/2019	American Family Life Assurance Company	718873	(1,353.62)
4/5/2019	Anixter Inc	718874	(475.88)
4/5/2019	Bobby Simpson		(325.44)
4/5/2019	Cellco Partnership	718892	(1,412.58)
4/5/2019	Christopher Collier		(178.97)
4/5/2019	Comcast Cable Communications Inc	718875	(1,815.54)
4/5/2019	Department of Labor and Industries	718876	(18,042.52)
4/5/2019	ELTEC Systems LLC	718877	(179.12)
4/5/2019	Federal Express	718878	(29.62)
4/5/2019	HD Supply Facilities Maintenance LTD	718879	(1,346.99)
4/5/2019	Judd & Black	718880	(780.00)
4/5/2019	Kristen Cane		(22.85)
4/5/2019	Mark Papritz		(193.72)
4/5/2019	New Life Flooring Inc	718881	(700.00)
4/5/2019	Orkin LLC	718882	(88.43)
4/5/2019	PUD No 1 of Snohomish County	718883	(2,821.49)
4/5/2019	Puget Sound Energy	718884	(108.65)
4/5/2019	Ronald King	718885	(320.00)
4/5/2019	Ronnie Wendell		(8.00)
4/5/2019	Serjay Shevchuk		(23.38)
4/5/2019	Stop Bugging Me LLC	718886	(275.90)
4/5/2019	Tamra Close		(8.00)
4/5/2019	Washington Alarm	718887	(1,111.29)
4/5/2019	Washington State Health Care Authority	718888	(85,854.79)
4/5/2019	Waste Management - Northwest	718889	(10,731.11)
4/5/2019	Waste Management - Northwest	718890	(65.29)



ItemDate	PayeeName	CheckNumber	ItemAmount
4/5/2019	Wave Broadband	718891	(701.68)
4/10/2019	Key Bank Accrued Interest Carvel		(44,760.45)
4/10/2019	JP Morgan Chase Loan Payment		(39,419.36)
4/11/2019	ppe 6Apr19 pd 12Apr19		(48,337.14)
4/11/2019	ppe 6Apr19 pd 12Apr19		(136,272.51)
4/11/2019	Amanda Utz	718925	(150.00)
4/11/2019	Bickford Motors Inc	718924	(24,374.25)
4/12/2019	ADP Inc	718893	(873.49)
4/12/2019	ADT US Holdings Inc	718894	(85.00)
4/12/2019	Affordable Renovations Inc	718895	(350.00)
4/12/2019	Bobby Simpson		(154.45)
4/12/2019	CBS Reporting Inc	718896	(36.00)
4/12/2019	Cintas Corporation No 2	718897	(556.59)
4/12/2019	City of Arlington	718898	(6,373.44)
4/12/2019	City of Snohomish	718899	(3,664.59)
4/12/2019	City of Stanwood	718900	(4,933.87)
4/12/2019	Comcast Cable Communications Inc	718901	(419.00)
4/12/2019	Department of Retirement Systems	41219	(41,924.27)
4/12/2019	Department of Retirement Systems	718902	(25.00)
4/12/2019	Environmental Works	718903	(945.00)
4/12/2019	Environmental Works	718904	(72.50)
4/12/2019	Hannah Schievelbein		(16.36)
4/12/2019	HD Supply Facilities Maintenance LTD	718905	(745.28)
4/12/2019	International City Management Association Corp		(1,086.12)
4/12/2019	Jackie VanAssche		(31.20)
4/12/2019	Joshua K McStott	718906	(1,650.00)
4/12/2019	Judd & Black	718907	(1,751.00)
4/12/2019	Kimberly Hart		(159.37)
4/12/2019	Lake Stevens Sewer District	718908	(8,772.00)
4/12/2019	Les Schwab Warehouse Center Inc	718909	(70.00)
4/12/2019	New Life Flooring Inc	718910	(2,319.60)
4/12/2019	Pitney Bowes Inc	718911	(122.65)
4/12/2019	Pro Comm Protection & Communications Inc	718912	(16.50)
4/12/2019	PUD No 1 of Snohomish County	718923	(1,668.23)
4/12/2019	Puget Sound Energy	718914	(308.18)
4/12/2019	Refinishing Solutions LLC	718915	(700.00)
4/12/2019	Republic Services Inc	718916	(706.69)
4/12/2019	Silver Lake Water & Sewer District	718917	(3,771.35)
4/12/2019	Sound Security Inc	718918	(307.00)
4/12/2019	Stop Bugging Me LLC	718919	(112.41)
4/12/2019	Su Mon Han		(67.57)
4/12/2019	Tamra Close		(31.09)
4/12/2019	U S Bank National Association	718920	(36.00)
4/12/2019	Vortex Industries Inc	718921	(587.92)
4/12/2019	Woodridge Construction LLC	718922	(10,933.32)
4/15/2019	Centage Corporation		(2,500.00)
4/15/2019	Dana M Zerba	718926	(150.00)

ItemDate	PayeeName	CheckNumber	ItemAmount
4/16/2019	Volunteers of America		(151,261.58)
4/17/2019	Puget Sound Energy	718970	(23.80)
4/19/2019	5 Star Services Inc	718927	(6,350.00)
4/19/2019	Advantage Building Services	718928	(2,307.76)
4/19/2019	Affordable Renovations Inc	718929	(3,880.00)
4/19/2019	Affordable Renovations Inc	718930	(25,300.00)
4/19/2019	Alderwood Water & Wastewater District	718931	(9,802.24)
4/19/2019	Anixter Inc	718932	(132.60)
4/19/2019	B&L Interpreting Services LLC	718933	(97.00)
4/19/2019	Bobby Simpson		(141.75)
4/19/2019	CBS Reporting Inc	718934	(757.00)
4/19/2019	City of Lynnwood	718935	(7,170.38)
4/19/2019	City of Marysville	718936	(8,098.69)
4/19/2019	City of Mountlake Terrace	718937	(12,756.73)
4/19/2019	Comcast Cable Communications Inc	718938	(413.00)
4/19/2019	Crystal and Sierra Springs	718939	(157.35)
4/19/2019	Emphasys Computer Solutions	718940	(15,120.00)
4/19/2019	Federal Express	718941	(54.84)
4/19/2019	First American Title Insurance Company	718942	(235.00)
4/19/2019	HD Supply Facilities Maintenance LTD	718943	(4,646.31)
4/19/2019	HomeSight	718944	(25,182.16)
4/19/2019	Housing Authorities Risk Retention Pool	718945	(246.00)
4/19/2019	Jenisa Story		(466.06)
4/19/2019	Kyoko Wright	718946	(108.88)
4/19/2019	Language Line Services Inc	718947	(168.74)
4/19/2019	Liz Dickson	718948	(5,700.00)
4/19/2019	Mark Papritz		(142.10)
4/19/2019	New Life Flooring Inc	718949	(2,135.80)
4/19/2019	NVL Laboratories Inc	718950	(2,402.92)
4/19/2019	NVL Laboratories Inc	718951	(2,102.92)
4/19/2019	Pacifica Law Group LLP	718952	(4,848.50)
4/19/2019	Paradise Valley Landscaping Company Inc	718953	(4,250.00)
4/19/2019	Patti Dietzman	718954	(13.89)
4/19/2019	Pitney Bowes Inc	718955	(165.00)
4/19/2019	Pitney Bowes Inc	718956	(2,500.00)
4/19/2019	PUD No 1 of Snohomish County	718957	(1,100.87)
4/19/2019	Republic Services Inc	718958	(2,190.24)
4/19/2019	Sarah Max		(357.00)
4/19/2019	Seattle Mechanical Inc	718959	(1,353.95)
4/19/2019	Senior Services of Snohomish County	718960	(5,072.00)
4/19/2019	Serjay Shevchuk		(537.43)
4/19/2019	SHRED-IT US JV LLC	718961	(529.84)
4/19/2019	Snohomish County	718962	(236.00)
4/19/2019	Snohomish County	718963	(3,009.17)
4/19/2019	Stop Bugging Me LLC	718964	(67.08)
4/19/2019	Tamra Close		(8.00)
4/19/2019	Thyssenkrupp Elevator Corp	718965	(1,290.26)

ItemDate	PayeeName	CheckNumber	ItemAmount
4/19/2019	Total Landscape Corporation	718966	(27,038.92)
4/19/2019	Treetop Products Inc	718967	(3,256.97)
4/19/2019	Woodburn Company	718968	(1,103.44)
4/19/2019	YWCA	718969	(2,523.00)
4/22/2019	Bickford Motors Inc	718972	(25,610.25)
4/22/2019	Robert Half International Inc	718971	(12,130.00)
4/25/2019	ppe 20Apr19 pd 26Apr19		(48,542.72)
4/25/2019	ppe 20Apr19 pd 26Apr19		(136,996.02)
4/26/2019	ADP Inc	718973	(401.13)
4/26/2019	Affordable Renovations Inc	718974	(13,600.00)
4/26/2019	Allstream Business US Inc	718975	(1,526.80)
4/26/2019	Anixter Inc	718976	(238.80)
4/26/2019	Answerline Communications Inc	718977	(199.00)
4/26/2019	Apex Facility Resources Inc	718978	(4,729.60)
4/26/2019	Bank of America	718979	(21,109.15)
4/26/2019	Bobby Simpson		(184.73)
4/26/2019	Builders Exchange of Washington Inc	718980	(180.15)
4/26/2019	CBS Reporting Inc	718981	(258.00)
4/26/2019	Cintas Corporation No 2	718982	(191.32)
4/26/2019	City of Lynnwood	718983	(13,967.93)
4/26/2019	CLK Construction LLC	718984	(54,175.65)
4/26/2019	Comcast Cable Communications Inc	718985	(45.98)
4/26/2019	Department of Retirement Systems	42619	(42,053.11)
4/26/2019	Dixie L Riggle	718986	(48.61)
4/26/2019	Federal Express	718987	(23.22)
4/26/2019	First American Title Insurance Company	718988	(235.00)
4/26/2019	First American Title Insurance Company	718989	(235.00)
4/26/2019	Gerald R Christin Jr		(5,997.50)
4/26/2019	HD Supply Facilities Maintenance LTD	718990	(1,487.58)
4/26/2019	Heartland Automotive Services Inc	718991	(289.92)
4/26/2019	Housing Authorities Risk Retention Pool	718992	(231.00)
4/26/2019	International City Management Association Corp		(1,086.12)
4/26/2019	Jades Jet City Carpet Cleaning Inc	718993	(90.00)
4/26/2019	New Life Flooring Inc	718994	(1,896.02)
4/26/2019	Paradise Valley Landscaping Company Inc	718995	(6,200.00)
4/26/2019	Pitney Bowes Inc	718996	(80.00)
4/26/2019	PUD No 1 of Snohomish County	718997	(8,359.41)
4/26/2019	Root Policy Research	718998	(1,918.02)
4/26/2019	State Auditors Office	718999	(6,994.50)
4/26/2019	Tyco Fire & Security (US) Management Inc	719000	(1,534.16)
	<b>Total</b>		<b>(1,644,555.05)</b>
	Total HAP/UAP Payments		<b>(4,244,732.89)</b>
	Total Wires to Property Managers		<b>(902,337.87)</b>
	Total Payments		<b>\$ (6,791,625.81)</b>

### Purchase Orders Over \$15,000

DATE	DESCRIPTION	P.O. NUMBER	P.O. TOTAL	RECEIPTED	VENDOR
4/28/2017	T&M contract planning workflows, new sites, bug fixing and other adhoc requests	1999-1832	\$ 65,000.00	\$ 56,577.50	Affirma Consulting LLC
8/24/2017	Paperless solution for RD	2248-2061	\$ 25,000.00	\$ 23,282.00	FileVision USA LLC
9/13/2017	Stevens Circle-12412A unit renovation	2199-2102	\$ 24,750.00	\$ 22,500.00	Affordable Renovations Inc
10/23/2017	Westend-playground	2360-2171	\$ 18,300.00	\$ 16,628.81	Playcore Wisconsin Inc
10/23/2017	Westend Building E interior repaint	2313-2172	\$ 31,000.00	\$ 26,511.30	Mattila Painting Inc
11/6/2017	Wrobliski Fire repair unit 20	2227-2201	\$ 52,800.00	\$ 48,480.00	Affordable Renovations Inc
11/20/2017	Centerwood Building F fire muck out and abatement	2272-2244	\$ 21,500.00	\$ 19,536.93	Belfor USA Group Inc
11/20/2017	Westend-owner directed landscaping	2434-2249	\$ 45,000.00	\$ 31,595.37	Paradise Valley Landscaping Company Inc
11/27/2017	Pinewood unit 5714A renovation	2368-2264	\$ 25,800.00	\$ 23,440.00	Wesley Axlen
1/9/2018	Annual Appliances from January 1, 2018 to December 31, 2018	2466-2355	\$ 80,000.00	\$ 46,345.71	Judd & Black
1/9/2018	Annual Interior Painting from January 1, 2018 to December 31, 2018	2467-2356	\$ 80,000.00	\$ 57,501.00	Joshua K McStott
1/9/2018	Annual Janitorial Services at the Prospect Plaza from January 1, 2018 to December 31, 2018.	2469-2358	\$ 30,000.00	\$ 24,409.00	Advantage Building Services
1/9/2018	Annual Vacate Units Interior Cleaning from January 1, 2018 to December 31, 2018.	2471-2360	\$ 35,000.00	\$ 34,850.00	5 Star Services Inc
3/19/2018	Preliminary design work for Whispering Pines redevelopment	2716-2519	\$ 17,000.00	\$ 9,129.00	Environmental Works
4/10/2018	Maplewood Unit 1019E Renovation	2771-2584	\$ 23,000.00	\$ 20,865.00	Wesley Axlen
6/6/2018	Millwood Estates-Pool room repairs	2857-2769	\$ 92,500.00	\$ 90,831.21	Interstate Restoration LLC
6/12/2018	Scattered Sites exterior paint project	2990-2787	\$ 46,203.00	\$ -	K-A General Construction Contractor LLC
7/18/2018	Whispering Pines fence replacement	3053-2888	\$ 48,000.00	\$ 37,278.00	Cortez Fencing
7/31/2018	Maplewood roof replacement	2904-2917	\$ 66,000.00	\$ 60,599.55	Multifaceted Group LLC
8/13/2018	Annual Postage - Meter Refill (12 Mos @ \$2,500)	3183-2943	\$ 30,000.00	\$ 20,000.00	Pitney Bowes Inc
8/14/2018	HASCO Branding and Design Project	3194-2950	\$ 36,162.00	\$ 23,020.00	Steven Pillitu
9/5/2018	NT-unit 21403A renovation	3245-2997	\$ 26,500.00	\$ -	Wesley Axlen
9/26/2018	Craigmont ADA unit 12 renovation	3033-3059	\$ 21,100.00	\$ -	Affordable Renovations Inc
1/14/2019	Robin Park-Garden landscaping improvements	3482-3365	\$ 50,400.00	\$ 41,021.00	Paradise Valley Landscaping Company Inc
1/15/2019	Annual Cleaning Contract for 2019	3637-3366	\$ 65,000.00	\$ 18,500.00	5 Star Services Inc
1/15/2019	1/1/2019 to 12/31/2019 Annual Contract HASCO Office Janitorial Services Renewal	3575-3372	\$ 30,000.00	\$ 4,615.52	Advantage Building Services
1/15/2019	1/1/2019 to 12/31/2019 Annual Contract Interior Painting Renewal provide all labor materials and	3576-3373	\$ 60,000.00	\$ 12,386.00	Joshua K McStott
1/15/2019	1/1/2019 to 12/31/2019 Annual Contract New Appliances Renewal provide material, equipment &	3577-3374	\$ 75,000.00	\$ 11,076.90	Judd & Black
1/29/2019	Ebey Arms Elevator Modernization consulting services	3606-3402	\$ 16,300.00	\$ 6,850.00	Lerch Bates Inc
4/8/2019	Willow Run-Exterior lights	3415-3567	\$ 62,800.00	\$ 54,175.65	CLK Construction LLC
4/9/2019	WebApp and Recertification Portals	3801-3543	\$ 49,860.00	\$ 15,120.00	Emphasys
5/7/2019	Paperless for Kimberly and Kristen's departments.	3912-3642	\$ 40,000.00	\$ 7,323.00	FileVision USA LLC

**HOUSING AUTHORITY OF SNOHOMISH COUNTY  
RESOLUTION NO. 2341**

**ENACTING A CONFLICT OF INTEREST POLICY FOR HASCO'S BOARD OF  
COMMISSIONERS**

**WHEREAS**, HASCO's Board of Commissioners makes discretionary decisions regarding applicants, program participants, HASCO staff, HASCO services, and contract responsibilities; and,

**WHEREAS**, it is important that Commissioners exercise this discretion in a manner that is viewed as fair, unbiased, and professional.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SNOHOMISH COUNTY** that

Commissioners will disclose any information which could result in a conflict of interest or give the appearance of a conflict interest. Acknowledgment of this disclosure shall be recorded by signing an acknowledgement of HASCO's Conflict of Interest policy.

**DATED, this 21<sup>st</sup> day of May, 2019.**

The Chairperson thereupon declared said motion carried and said Resolution adopted.

\_\_\_\_\_  
Kyoko Matsumoto Wright, Chairperson

**SEAL**

**ATTEST**

\_\_\_\_\_  
Secretary

**HOUSING AUTHORITY OF SNOHOMISH COUNTY  
RESOLUTION NO. 2342  
SURPLUS OF AGENCY VEHICLE**

**WHEREAS**, the Housing Authority of Snohomish County has three vehicles which are failing due to their age and condition; and,

**WHEREAS**, the Commissioners of the Housing Authority of Snohomish County previously adopted a written Disposition Policy; and,

**WHEREAS**, the Housing Authority of Snohomish County has purchased new vehicles to replace the old vehicles slated for surplus.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SNOHOMISH COUNTY** that

**SURPLUS**

2008 Chevy Pickup	# 1GCCS299588220767
2007 Toyota Matrix	# 2T1KR32E07C633607
2011 Chevy HHR	# 3GNBAAF7BS627904

Be declared surplus and auctioned off in accordance with the Disposition Policy.

**DATED, this 21<sup>st</sup> day of May, 2019.**

The Chairperson thereupon declared said motion carried and said Resolution adopted.

\_\_\_\_\_  
Kyoko Matsumoto Wright, Chairperson

**SEAL**

**ATTEST:**

\_\_\_\_\_  
Secretary