

HOUSING AUTHORITY OF SNOHOMISH COUNTY

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MEETING NOTICE

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

**DATE: Tuesday, July 21, 2020
TIME: 12:00 PM
LOCATION: Via Conference Call
Contact edewey@hasco.org
For Call-In Details**

AGENDA

A. ROLL CALL

CONSENT ITEMS

- B. APPROVE** Agenda for the July 21, 2020 Regular Meeting.....**1**
- C. ACTION** on Minutes of the June 16, 2020 Regular Meeting.....**2**
- D. Resolution No. 2378** Authorizing Payment of June 2020 Expenditures**7**

INFORMATION ITEMS

- I.** Legal Counsel Report
- J.** Commissioners’ Report
- K.** Executive Director Report

ADJOURNMENT

The Regular Meeting of the Board of Commissioners was convened at 12:01 pm on Tuesday, June 16, 2020 via conference call.

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

Staff: Duane Leonard, Executive Director
Jenisa Story, Director of HR and Administrative Services
Jodie Halsne, Director of Tenant Based Assistance
Pam Frost, Director of Finance
Liz Dewey, Administrative Services Supervisor

Legal Counsel: Faith Pettis, Pacifica Law Firm
Jon Jurich, Pacifica Law Firm

CONSENT ITEMS

Commissioner Matusmoto Wright moved for approval of consent items. Commissioner Wallace seconded and the motion passed unanimously to adopt the following:

Item B. APPROVE Agenda for the June 16, 2020 Regular Meeting

Item C. ACTION on Minutes of the May 19, 2020 Annual Meeting

Item D. Resolution No. 2374 Authorizing Payment of May 2020 Expenditures

ACTION ITEMS

Item E. Election of Officers

Commissioner Matsumoto Wright nominated Commissioner Rusko for Chair. Commissioner Rusko seconded and the motion passed unanimously.

Commissioner Matsumoto Wright nominated Commissioner Alonzo for Vice Chair. Commissioner Rusko seconded and the motion passed unanimously.

Item F. Resolution No. 2375 Approving the Write Off of Delinquent Tenant Accounts Receivable

Twice a year, the Housing Authority writes off tenant accounts receivable that are deemed uncollectable. This write off includes Section 8 accounts totaling \$11,515 and HASCO-managed market-rate and Rural Development portfolios totaling \$3,306 for a total write off of \$14,821.

Commissioner Alonzo moved to approve the resolution. Commissioner Matsumoto Wright seconded and the motion was unanimously approved.

Item G. Resolution No. 2376 Approving the FY21 Operating Budget

This resolution approves the fiscal year 2021 budget.

The cost of living increase for staff salaries is 2.0%. HASCO contributions to the Public Employees Retirement System are staying the same. Medical, retirement and other benefits have remained the same as last year.

The budget for Section 8 continues to move forward with uncertainty as we continue to monitor HUD's 2-year tool as we balance our lease-up rate against potential future shortfalls. Increases in per unit costs are anticipated due to the impact of COVID-19 resulting in a possible reduction in the number of families who can get assistance, however, we are currently leasing up because of an increase in Mainstream vouchers. HCV administrative fees are based on FY19 rate levels prorated at 81% of projected eligibility, up from 79% last year. HASCO received CARES Act Supplemental Admin Fees in early May for use this calendar year. HASCO's annual contribution contract (ACC) total for Section 8 is 3,816 vouchers. The agency is continuing to invest in technology to streamline and improve processes, including replacing all office computers due to a Microsoft operating system update.

HASCO continues to utilize project cash flow to upgrade previous Public Housing units to compete in the marketplace. Any rent increases will be delayed until the Governor's order is lifted. We are predicting a loss to rental revenue due to unpaid rents and higher vacancies, however, it is difficult to predict the impact that COVID-19 will have on the bottom line. We continue to use conservative money-management techniques and may delay non-critical maintenance projects to conserve cash.

HASCO hopes to implement a \$25 monthly rent increase at the USDA-Rural Development properties once we are allowed to increase rents. This increase is primarily funded by USDA since most tenants are already paying 30% of their income for their rent portion.

Local Operations funds the research of projects under consideration, office management, and the administration of tax credit properties.

HASCO continues to focus on transit-oriented affordable housing development in south Snohomish County. Projects in the existing pipeline include the redevelopment of Whispering Pines, the rezone and redevelopment of Pinewood and Timberglen, and building on the property adjacent to Westend in Marysville.

HASCO properties continue to have low vacancies with anticipated increases in vacancies due to current market conditions.

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

Item H. Resolution No. 2377 Amending the Position Classification Plan and Salary Schedule

This resolution amends the salary schedule to include a 2% cost of living increase. The position classification plan reflects the following position changes: reclassification of one Housing Inspection Manager to Lead Inspector, one Inspector to Lead Inspector, one Administrative Services Coordinator to Records Management and Fair Housing Program Manager, one Asset Management Specialist to Assistant to the Director of Asset Management, one Roving Property Manager to Senior Roving Property Manager, one Maintenance Technician I to Maintenance Technician II, and two Community Services Specialist I's to two Supportive Services Navigators; and the deletion of one Director of Development and Policy, one Policy Integration and Support Manager, one Community Services Case Manager, one Development Specialist, and one Policy Analyst.

Commissioner Alonzo moved to approve the resolution. Commissioner Matsumoto Wright seconded and the motion was unanimously approved.

INFORMATION ITEMS

Item I. – Finance Report

Pam Frost had nothing additional to report.

Item J. – Administrative Services Report

Jenisa Story provided the Administrative Services report. She advised that this has been a very busy quarter with COVID-19 requiring changes to the basic functions of HASCO. Currently, the team is focused on supporting staff and their transitions from working in the office to working from home. Pandemic policies have been created, as has a cleaning handbook and a telework handbook. There are a lot of technology updates to support working from home, including increasing telephone lines and cell phones to support client-facing roles from home. HASCO is very fortunate to have staff who are doing such a great job with making the switch to working from home. The decision has been made to extend working from home until at least September 1 and is subject to review at that time. We are hoping to bring more staff back to the office in September but will assess when the time comes. A lot of training is being provided to staff surrounding COVID-19, work from home best practices, supervising remotely, and a book club with staff reading *Dare to Lead* by Brené Brown.

During this closure, clients are worked with remotely using video chats and phone calls. The Community Services team continues to call and check in with the seniors at our properties. The waitlist was opened between June 1 and June 11 for Section 8, which had not been opened for seven years, and was completely online. This opening was for Mainstream-eligible households, for which 851 applications were received, and 300 people will be pulled from a lottery to be

placed on the wait list. HASCO has been awarded 145 new Mainstream vouchers, and some people pulled in June may be housed in July. A major overhaul of the wait list was completed before reopening.

A major revamp of the internal SharePoint site continues and a complete overhaul of HASCO.org will be completed, as well.

The business park common mailboxes at the main office were broken into recently. HASCO attempted to work with USPS to determine what was stolen, but we were unable to determine that information. A public notification has been posted on the website along with steps to take when working with a client who might have been affected. HASCO will offer credit monitoring services to anyone who might have been affected. A brand-new mailbox has been installed that includes better security features.

Item K. – Tenant Based Assistance Report

Jodie Halsne provided the TBA department update. The team is fully staffed and only one of the newest Specialists is actively in training. All of the other Specialists have passed their certification tests. A new manager has been hired into TBA, and the department has been split into three teams plus the Inspections team. The teams are broken down into: one HCV-only team that handles training, rent increases and audits; one PBV and Landlord Liaison team that handles PBV, landlord related communication regarding vouchers and inspections, and handles some HCV-only clients; and one Special Programs team that handles all other targeted funding vouchers (KFT, FUP, VASH, Mainstream, NED II), portability, billing, communication with other Housing Authorities, and intake for all programs except PBV. The Inspections team is shifting into two Lead Inspectors from one Inspection Manager and one Inspector.

During shortfall, Project-Based vouchers were not able to be transferred into Housing Choice vouchers. HASCO was able to issue moving vouchers to PBV households, which caused a drop in Project-Based voucher utilization. The biggest dip in utilization has been in Special Programs, while Mainstream is holding steady. VASH is seeing steady improvements in utilization and the VA is in the process of hiring more caseworkers for their team. FUP peaked after the KFT program started, whereas NED II has had a small decline of four people.

TBA received an HCV budget increase due to use of the vouchers and inflation. Mainstream vouchers will see an increase with 100 new Mainstream vouchers in July and 45 in October. CARES Act funding will provide the additional 45 vouchers in October. HASCO started 2020 under-leased due to the 2019 shortfall. Next year's budget will be based on this year's spending.

A slight increase in response to waitlist pulls has started due to the waitlist being cleared of inactive applicants. There is a lag between when someone is pulled off the list and when they receive the voucher. With pulls from the waitlist being completed each month, approximately 60 people have responded per pull. The Special Programs team is processing applications and pulling approximately 25 people per month.

Due to COVID-19, inspections are limited to mostly initials. The team continues to focus on participant experience.

Item L. – Legal Report

Faith Pettis advised that this has been a quiet month and she did not have anything to report.

Item M. – Commissioners’ Report

Commissioner Matsumoto Wright inquired about the CARES Act funding and whether HASCO would accept being a recipient of funding from Mountlake Terrace under the same act. Duane advised that it would be difficult to administer due to the requirements placed by the organizations where the funds would be coming from, but HASCO is open to explore all opportunities.

Item J. – Executive Director Report

Duane Leonard reported that last month there were a number of staff impacted by Employment Security Department fraud. It was believed to be caused by a data breach at a credit reporting agency. Since HASCO was unsure of the source, an IT consulting firm has been hired to review HASCO’s internal systems.

An architect has been consulted with regarding the 1356 Cedar Ave property in Marysville. The architect, Environmental Works, will develop a concept study and site analysis of the property. To cover part of the costs of the development, HASCO has approached HUD to ask about selling the scattered sites and has received initial approval. Duane is anticipating receiving final approval, and once that is received, HASCO can begin working with local officials to sell with a clean title by removing the Public Housing deed.

The State Auditor’s office finished their audit and had a finding related to a sampling of files from the HCV program. A letter was received June 1 from HUD instructing HASCO how to correct the issue, and a request for clarification has been sent back to HUD. One item they suggested was to recalculate a 23-month period of HAP payment calculations, which would be approximately 7,000-8,000 files.

HASCO is currently in the process of reviewing a Whispering Pines request for proposal on redeveloping the project site with plans to publish an RFP for the project sometime this summer.

Duane has scheduled a virtual meeting with Councilmember Dunn and one with Jared Mead, a newly appointed member of the Snohomish County Council.

SEMAP certification is being postponed due to COVID-19 and HASCO can carry over the previous year’s score as a high performer. HASCO is considering canceling the August meeting. A final determination of cancelation will be discussed at the July meeting.

ADJOURNMENT

Commissioner Rusko moved to adjourn the meeting. Commissioner Alonzo seconded and the meeting was adjourned at 1:18 pm.

ItemDate	PayeeName	CheckNumber	ItemAmount
6/12/2020	Cecilia Forbes		(100.00)
6/12/2020	Cellco Partnership	720730	(2,960.79)
6/12/2020	Christine Hoover		(100.00)
6/12/2020	Christopher Bogdan		(100.00)
6/12/2020	Christopher Collier		(100.00)
6/12/2020	Chuck Hurt		(100.00)
6/12/2020	Cintas Corporation No 2	720731	(117.25)
6/12/2020	City of Edmonds	720754	(128.00)
6/12/2020	City of Lake Stevens	720755	(99.00)
6/12/2020	City of Mukilteo	720756	(65.00)
6/12/2020	City of Snohomish	720732	(3,137.88)
6/12/2020	Comcast Cable Communications Inc	720733	(244.35)
6/12/2020	Curtis Whitfield		(100.00)
6/12/2020	Cynthia Slaybaugh		(100.00)
6/12/2020	Dallas Hunt		(100.00)
6/12/2020	David Aldrich		(100.00)
6/12/2020	DeAnna Copper		(100.00)
6/12/2020	Debbie Krick		(100.00)
6/12/2020	Derek Delvalle		(100.00)
6/12/2020	Devblock Technologies Inc	720734	(22,980.00)
6/12/2020	Duane Leonard		(100.00)
6/12/2020	Dylan Ramos		(100.00)
6/12/2020	Elizabeth Dewey		(100.00)
6/12/2020	Emphasys Computer Solutions	720735	(2,040.00)
6/12/2020	Evergreen Asphalt and Concrete	720736	(19,930.00)
6/12/2020	Frontier	720737	(516.52)
6/12/2020	Geoffrey Berto		(100.00)
6/12/2020	Greg Barrett		(100.00)
6/12/2020	Hannah Schievelbein		(100.00)
6/12/2020	HD Supply Facilities Maintenance LTD	720738	(1,474.47)
6/12/2020	Jackie VanAssche		(100.00)
6/12/2020	Jenisa Story		(100.00)
6/12/2020	Jenna Christenson		(100.00)
6/12/2020	Jennifer Lehmann		(100.00)
6/12/2020	Jenny Barker		(100.00)
6/12/2020	Jessica Kros		(100.00)
6/12/2020	Jodie Halsne		(100.00)
6/12/2020	Joni Ayson		(100.00)
6/12/2020	JPMorgan Chase Bank NA	720739	(667.80)
6/12/2020	Judd & Black	720740	(2,663.95)
6/12/2020	Karen Scriver		(100.00)
6/12/2020	Khalid Khoshal		(100.00)
6/12/2020	Kimberly Hart		(100.00)
6/12/2020	Kristen Whittaker		(100.00)
6/12/2020	Kyle Rooney		(100.00)
6/12/2020	Laura Hale		(100.00)
6/12/2020	Lauri Sutter		(100.00)
6/12/2020	Lida Khoshal		(100.00)
6/12/2020	Linda Bond		(100.00)
6/12/2020	Loi Ky		(100.00)
6/12/2020	Mark Papritz		(100.00)
6/12/2020	Mark Papritz		(158.70)
6/12/2020	Martina O'Connell		(100.00)
6/12/2020	Mary Jane Yuen		(100.00)
6/12/2020	Melanie Golden		(100.00)
6/12/2020	Michelle Ayers		(100.00)
6/12/2020	Mindy Wilson		(100.00)
6/12/2020	Misty Brady		(100.00)
6/12/2020	Nancy Larson		(100.00)
6/12/2020	Nancy Larson		(136.51)
6/12/2020	New Life Flooring Inc	720741	(1,034.57)
6/12/2020	Northwest Computer Support Inc	720742	(3,806.13)
6/12/2020	Pacifica Law Group LLP	720743	(225.50)

ItemDate	PayeeName	CheckNumber	ItemAmount
6/12/2020	Pam Frost		(100.00)
6/12/2020	PUD No 1 of Snohomish County	720744	(1,234.32)
6/12/2020	Puget Sound Energy	720745	(61.89)
6/12/2020	Raphalyn Santos		(100.00)
6/12/2020	Ronnie Wendell		(100.00)
6/12/2020	Samantha Skala		(100.00)
6/12/2020	Sarah Max		(100.00)
6/12/2020	Serjay Shevchuk		(100.00)
6/12/2020	Silver Lake Water & Sewer District	720746	(4,245.50)
6/12/2020	Sound Security Inc	720747	(307.00)
6/12/2020	State Auditors Office	720748	(5,744.57)
6/12/2020	Stephanie Keimig		(100.00)
6/12/2020	Steve Kehler		(100.00)
6/12/2020	Stop Bugging Me LLC	720749	(52.42)
6/12/2020	Sukai Gaye		(100.00)
6/12/2020	Tamara Self		(100.00)
6/12/2020	Tamra Close		(100.00)
6/12/2020	Team Car Care LLC	720750	(74.72)
6/12/2020	Tess Lommers-Johnson		(100.00)
6/12/2020	Theresa Snow		(100.00)
6/12/2020	Thomas Eadie		(100.00)
6/12/2020	Thyssenkrupp Elevator Corp	720751	(1,312.07)
6/12/2020	Tia Noun		(100.00)
6/12/2020	ToniMarie Eloise England		(34.82)
6/12/2020	ToniMarie Eloise England		(100.00)
6/12/2020	Town of Woodway	720757	(52.00)
6/12/2020	Troy Burke		(100.00)
6/12/2020	Troy Delaney		(100.00)
6/12/2020	Valentine Bordes-Balloni		(100.00)
6/12/2020	Virginia Redden		(100.00)
6/12/2020	Washington Alarm	720752	(119.62)
6/12/2020	Waste Management - Northwest	720753	(11,590.45)
6/12/2020	Zenobia Frazier		(100.00)
6/12/2020	Zhanna Yermakovych		(100.00)
6/18/2020	ppe 13Jun20 pd 19Jun20		(51,100.17)
6/18/2020	ppe 13Jun20 pd 19Jun20		(140,161.23)
6/18/2020	Chris Barnard	720798	(600.00)
6/19/2020	ADP Inc	720759	(2,265.43)
6/19/2020	ADT US Holdings Inc	720760	(90.95)
6/19/2020	Alderwood Water & Wastewater District	720761	(1,229.98)
6/19/2020	Anderson Hunter Law Firm PS	720762	(68.75)
6/19/2020	Apollo Plumbing LLC	720763	(634.00)
6/19/2020	Carahsoft Technology Corporation	720764	(441.28)
6/19/2020	CBS Reporting Inc	720765	(892.50)
6/19/2020	ChargePoint Inc	720766	(1,312.00)
6/19/2020	Cintas Corporation No 2	720767	(117.25)
6/19/2020	City of Arlington	720768	(6,255.19)
6/19/2020	City of Everett	720797	(341.00)
6/19/2020	City of Mountlake Terrace	720769	(16,733.49)
6/19/2020	City of Stanwood	720770	(5,252.29)
6/19/2020	Comcast Cable Communications Inc	720771	(522.38)
6/19/2020	Department of Retirement Systems	61920	(44,592.60)
6/19/2020	Emphasys National User Group	720772	(250.00)
6/19/2020	HD Supply Facilities Maintenance LTD	720773	(1,112.29)
6/19/2020	Horeco Inc	720774	(565.00)
6/19/2020	Housing Authority Risk Retention Group	720775	(5,037.00)
6/19/2020	International City Management Association Corp		(1,178.32)
6/19/2020	Lake Stevens Sewer District	720776	(8,772.00)
6/19/2020	Mt View Locating Services LLC	720777	(382.50)
6/19/2020	New Life Flooring Inc	720778	(1,822.30)
6/19/2020	Paradise Valley Landscaping Company Inc	720779	(2,460.00)
6/19/2020	Pitney Bowes Inc	720780	(265.82)
6/19/2020	Pitney Bowes Inc	720781	(2,500.00)

ItemDate	PayeeName	CheckNumber	ItemAmount
6/19/2020	Pitney Bowes Inc	720782	(1,191.93)
6/19/2020	PUD No 1 of Snohomish County	720783	(1,436.73)
6/19/2020	Puget Sound Energy	720784	(70.95)
6/19/2020	Republic Services Inc	720785	(3,102.26)
6/19/2020	Sarah Max		(8,055.00)
6/19/2020	SHRED-IT US JV LLC	720786	(564.16)
6/19/2020	Snohomish County	720787	(2,286.29)
6/19/2020	Snohomish County	720788	(360.50)
6/19/2020	Stop Bugging Me LLC	720789	(100.30)
6/19/2020	The Sherwin-Williams Company	720790	(16.91)
6/19/2020	Total Landscape Corporation	720791	(18,640.63)
6/19/2020	U S Bank National Association	720792	(42.00)
6/19/2020	U S Bank National Association	720793	(1,500.00)
6/19/2020	Virginia Redden		(51.60)
6/19/2020	Washington Alarm	720794	(350.00)
6/19/2020	Wave Broadband	720795	(1,489.38)
6/19/2020	YWCA	720796	(240.00)
6/26/2020	LC 3057359 - Qtrly Comm		(20,167.67)
6/26/2020	Alderwood Water & Wastewater District	720799	(10,041.90)
6/26/2020	Allstream Business US Inc	720800	(1,677.74)
6/26/2020	Answerline Communications Inc	720801	(249.00)
6/26/2020	Bank of America	720802	(10,738.00)
6/26/2020	Carahsoft Technology Corporation	720803	(167.09)
6/26/2020	CBS Reporting Inc	720804	(306.00)
6/26/2020	Christine Hoover		(91.18)
6/26/2020	Cintas Corporation No 2	720805	(117.25)
6/26/2020	City of Lynnwood	720806	(10,462.68)
6/26/2020	City of Marysville	720807	(8,759.79)
6/26/2020	Comcast Cable Communications Inc	720808	(379.09)
6/26/2020	Devblock Technologies Inc	720809	(15,777.50)
6/26/2020	Environmental Works	720810	(345.00)
6/26/2020	Environmental Works	720811	(2,566.25)
6/26/2020	Environmental Works	720812	(72.50)
6/26/2020	Evergreen Asphalt and Concrete	720813	(13,841.00)
6/26/2020	First American Title Insurance Company	720831	(235.00)
6/26/2020	HD Supply Facilities Maintenance LTD	720814	(2,277.12)
6/26/2020	Jari K Williams	720815	(650.00)
6/26/2020	Joshua K McStott	720816	(3,495.00)
6/26/2020	Judd & Black	720817	(940.00)
6/26/2020	Language Line Services Inc	720818	(480.31)
6/26/2020	Mark Papritz		(174.80)
6/26/2020	Nancy Larson		(3,828.00)
6/26/2020	New Life Flooring Inc	720819	(1,021.57)
6/26/2020	Northwest Computer Support Inc	720820	(3,976.75)
6/26/2020	Paradise Valley Landscaping Company Inc	720821	(2,450.00)
6/26/2020	Pitney Bowes Inc	720822	(75.00)
6/26/2020	PUD No 1 of Snohomish County	720823	(5,357.91)
6/26/2020	Rentokil North America Inc	720824	(400.00)
6/26/2020	Snohomish County	720825	(204.00)
6/26/2020	Staples Contract & Commercial Inc	720826	(17,720.16)
6/26/2020	State Auditors Office	720827	(1,526.85)
6/26/2020	Stop Bugging Me LLC	720828	(74.95)
6/26/2020	Sukai Gaye		(3,796.00)
6/26/2020	Tyco Fire & Security (US) Management Inc	720829	(1,641.55)
6/26/2020	Valentine Bordes-Balloni		(100.00)
6/26/2020	Woodburn Company	720830	(982.45)
6/29/2020	ADP Tax		(3,265.92)
	Total		(1,470,995.96)
	Total HAP/UAP Payments		(4,556,572.21)
	Total Wires to Property Managers		(648,224.55)
	Total Payments		<u>\$ (6,675,792.72)</u>

Purchase Orders Over \$15,000

DATE	DESCRIPTION	P.O. NUMBER	P.O. TOTAL	RECEIPTED	VENDOR
4/28/17	T&M contract planning workflows, new sites, bug fixing and other adhoc requests	1999-1832	\$ 65,000.00	\$ 62,417.50	Affirma Consulting LLC
8/24/17	Paperless solution for RD	2248-2061	\$ 25,000.00	\$ 23,501.00	FileVision USA LLC
9/13/17	Stevens Circle-12412A unit renovation	2199-2102	\$ 24,750.00	\$ 22,500.00	Affordable Renovations Inc
10/23/17	Westend-playground	2360-2171	\$ 18,300.00	\$ 16,628.81	Playcore Wisconsin Inc
10/23/17	Westend Building E interior repaint	2313-2172	\$ 31,000.00	\$ 26,511.30	Mattila Painting Inc
11/20/17	Centerwood Building F fire muck out and abatement	2272-2244	\$ 21,500.00	\$ 19,536.93	Belfor USA Group Inc
11/20/17	Westend-owner directed landscaping	2434-2249	\$ 45,000.00	\$ 31,595.37	Paradise Valley Landscaping Company Inc
11/27/17	Pinewood unit 5714A renovation	2368-2264	\$ 25,800.00	\$ 23,440.00	Wesley Axlen
4/10/18	Maplewood Unit 1019E Renovation	2771-2584	\$ 23,000.00	\$ 20,865.00	Wesley Axlen
6/12/18	Scattered Sites exterior paint project	2990-2787	\$ 46,203.00	\$ 41,469.78	K-A General Construction Contractor LLC
8/14/18	HASCO Branding and Design Project	3194-2950	\$ 36,162.00	\$ 35,529.50	Steven Pillitu
9/5/18	NT-unit 21403A renovation	3245-2997	\$ 26,500.00	\$ -	Wesley Axlen
9/26/18	Craigmont ADA unit 12 renovation	3033-3059	\$ 21,100.00	\$ -	Affordable Renovations Inc
1/29/19	Ebey Arms Elevator Modernization consulting services	3606-3402	\$ 16,300.00	\$ 9,150.00	Lerch Bates Inc
4/9/19	WebApp and Recertification Portals	3801-3543	\$ 49,860.00	\$ 30,140.00	Emphasys
5/7/19	Paperless for Kimberly and Kristen's departments.	3912-3642	\$ 40,000.00	\$ 35,415.12	FileVision USA LLC
9/12/19	Annual Postage - Meter refill (12 months @ \$2,500)	4238-3953	\$ 30,000.00	\$ 22,500.00	Pitney Bowes Inc
10/24/19	Centerhouse B105 renovation	4229-4049	\$ 24,600.00	\$ 23,450.00	Wesley Axlen
11/18/19	HASCO Website Design and Build	4400-4102	\$ 57,000.00	\$ 26,180.00	Steven Pillitu
1/2/20	01/01/2020 to 12/31/2020 Annual Contract New Appliance	4483-4208	\$ 75,000.00	\$ 29,856.00	Judd & Black
1/2/20	01/01/2020 to 12/31/2020 Annual Contract HASCO Office Cleaning	4485-4210	\$ 30,000.00	\$ 15,577.38	Advantage Building Services
1/2/20	01/01/2020 to 12/31/2019 Annual Contract Interior Painting	4487-4212	\$ 80,000.00	\$ 34,084.00	Joshua K McStott
1/2/20	01/01/2020 to 12/31/2020 Annual Contract Weekly Cleaning RP, TR, TG	4490-4214	\$ 39,000.00	\$ 19,500.00	5 Star Services Inc
1/2/20	01/01/2020 to 12/31/2020 5 Star Services weekly comm and laundry room cleaning	4491-4215	\$ 25,000.00	\$ 12,300.00	5 Star Services Inc
1/2/20	01/01/2020 to 12/31/2020 5 Star Services Vacate Cleaning	4492-4216	\$ 26,000.00	\$ 17,500.00	5 Star Services Inc
1/7/20	This is on an Annual Contract with Microsoft via NWCS for our Office 365 products.	4538-4233	\$ 20,000.00	\$ 2,868.00	Northwest Computer Support Inc
2/3/20	Soap Suds-exterior door & window replacement	4583-4309	\$ 32,000.00	\$ 7,218.75	Wesley Axlen
2/3/20	RiverVista & Wrobliski hot water tank replacement	4566-4315	\$ 40,000.00	\$ 32,621.76	Vokun Construction
2/18/20	Willow Run-Unit 19 renovations	4613-4349	\$ 21,120.00	\$ 19,200.00	Affordable Renovations Inc
2/24/20	Maintenance Uniforms	4666-4374	\$ 15,000.00	\$ 3,253.11	Cintas Corporation No 2
2/24/20	Supplies for maintenance all properties	4673-4381	\$ 85,000.00	\$ 24,536.35	HD Supply Facilities Maintenance LTD
2/24/20	FY 2019 Audit - \$54,000 audit + \$2,500 estimated travel charges	4650-4382	\$ 56,500.00	\$ 51,317.26	State Auditors Office
3/16/20	Willow Run-Unit 73 renovations	4612-4410	\$ 23,870.00	\$ 21,700.00	Wesley Axlen
3/16/20	Proceeds for buyback of used home on E12 lot	4705-4412	\$ 25,074.00	\$ 25,074.00	The Estate of Dale Burnett
4/16/20	12 Laptops	4754-4452	\$ 18,000.00	\$ 17,720.16	Staples Contract & Commercial Inc
5/14/20	12 more Laptops	4784-4485	\$ 18,000.00	\$ 17,720.16	Staples Contract & Commercial Inc
6/8/20	East Terrace-Dumpster surround	4809-4508	\$ 34,500.00	\$ 8,930.00	Brett Minor Bond
6/29/20	Glenwood-Exterior Lighting	4602-4542	\$ 29,000.00	\$ 25,080.00	Liz Dickson