



MEETING NOTICE

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

**DATE: Tuesday, March 19, 2024
TIME: 12:00 PM
LOCATION: HASCO Main Office
12711 4th Ave W
Everett, WA 98204**

AGENDA

A. PUBLIC COMMENT

B. ROLL CALL

CONSENT ITEMS

- C. APPROVE** Agenda for the March 19, 2024, Regular Meeting..... **1**
- D. ACTION** on Minutes of the January 16, 2024, Regular Meeting..... **3**
- E. Resolution No. 2491** Authorizing Payment of January and February 2024 Expenditures **6**

ACTION ITEMS

- F. Resolution No. 2492** Ratifying an Interlocal Agreement with the City of Stanwood **20**
- G. Resolution No. 2493** Approving an Amendment to the Position Classification Plan **26**
- H. Resolution No. 2494** Approving a Contract with the Elos Institute **29**
- I. Resolution No. 2495** Adopting the Public Housing Agency Plan **30**
- J. Resolution No. 2496** Approving the Purchase and Sale Agreement and Authorizing the Chief Executive Officer to Close on the Acquisition of 1094 Cedar Avenue, Marysville, WA 98270..... **36**
- K. Resolution No. 2497** Authorizing an Interlocal Agreement Between the City of Marysville and HASCO Regarding Operations Within the City **39**

Ways Home. Paths Forward.





INFORMATION ITEMS

- L.** Finance Report
- M.** Legal Counsel Report
- N.** Commissioners' Report
- O.** Chief Executive Officer Report

EXECUTIVE SESSION

ADJOURNMENT

Ways Home. Paths Forward.



(425) 290-8499 Phone • (425) 290-5618 Fax
www.hasco.org • 12711 4th Ave West • Everett, WA 98204



The Regular Meeting of the Board of Commissioners was convened at 12:00 pm on Tuesday, January 16, 2024 at the Housing Authority of Snohomish County.

Present: Commissioner Alonzo
Commissioner Distelhorst
Commissioner Metzger-Utt
Commissioner Wallace

Absent & Excused: Commissioner Weikel

Legal Counsel: Faith Pettis, Pacifica Law Firm

Staff: Jenisa Story, Chief Operating Officer
Jodie Halsne, Director of Tenant Based Assistance
Sarah Max, Director of Internal Legal Affairs
Liz Dewey, HR & Administrative Services Manager

PUBLIC COMMENT

The Board opened the floor for comments from the public. No one from the public attended the meeting to comment.

CONSENT ITEMS

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

Item B. APPROVE Agenda for the January 16, 2024 Regular Meeting

Item C. ACTION on Minutes of the December 19, 2023 Regular Meeting

Item D. Resolution No. 2489 Authorizing Payment of December 2023 Expenditures

ACTION ITEMS

Ways Home. Paths Forward.





Item E. Resolution No. 2490 Ratifying the Purchase and Sale Agreement and Authorizing the Chief Executive Officer to Close on the Acquisition of 1086 and 1098 Cedar Avenue in Marysville

This resolution ratifies the purchase and sale agreement and authorizes the Chief Executive Officer to close on the acquisition of 1086 and 1098 Cedar Avenue in Marysville.

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

INFORMATION ITEMS

Item F. – Legal Counsel Report

Faith Pettis advised that her team has been working on the transfer of novo on 52nd back to HASCO from Inland Development and will work with Internal Legal Affairs on the resolution.

Item G. – Commissioners’ Report

Commissioner Metzger-Utt notified the Board that Commissioner Garry Clark has resigned from the Board and asked that suggestions for candidates to be forwarded to Jenisa Story. Also, Commissioner Metzger-Utt inquired about the CEO transition and how the agency would like to move forward with the recruitment.

Item H. – Chief Executive Officer Report

Jenisa Story provided the Chief Executive Officer report. The Lynnwood Transit-Oriented development proposal was submitted but HASCO was not selected for the project. Housing Hope was awarded the project.

Jenisa advised that the team didn’t have any business needing to come before the Board in February, so it was suggested that the meeting be canceled. The next meeting will be in March.

ADJOURNMENT

Ways Home. Paths Forward.





Commissioner Metzger-Utt moved to adjourn the meeting and the meeting was adjourned at 12:27 pm.

Maddy Metzger-Utt Chairperson

SEAL
ATTEST

Secretary

Ways Home. Paths Forward.



(425) 290-8499 Phone • (425) 290-5618 Fax
www.hasco.org • 12711 4th Ave West • Everett, WA 98204



**RESOLUTION NO. 2491
AUTHORIZING PAYMENT OF JANUARY & FEBRUARY 2024 EXPENDITURES**

WHEREAS, the Chief Executive Officer has reviewed and approved HASCO expenditures for the months ending January 31, 2024, and February 29, 2024.

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

Payment authorization is approved for January and February 2024 expenditures as attached.

DATED, this 16th day of March, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

ATTEST:

Secretary

Ways Home. Paths Forward.



Housing Authority of Snohomish County

Expenditure Approval

Month(s) Ending: January 2024

***I have reviewed the attached expenditures listing totaling
\$9,309,557.36 and have indicated any changes to be made.
I hereby approve payment of the expenditures.***

Duane Leonard - Chief Executive Officer

Prepared by: DeAnna Copper

AFFORDABLE HOUSING PAYABLE LOG

Property Name	Date	Amount	Description	Date wired
Autumn Chase	01/02/24	\$36,525.10	1/2/2024 Payables	01/04/24
Autumn Chase	01/08/24	\$9,318.01	1/10/2024 Payroll	01/09/24
Autumn Chase	01/08/24	\$8,286.54	1/8/2024 Payables	01/11/24
Autumn Chase	01/16/24	\$13,129.94	1/16/2024 Payables	01/18/24
Autumn Chase	01/22/24	\$35,852.44	1/22/2024 Payables	01/25/24
Autumn Chase	01/22/24	\$10,457.16	1/25/2024 Payroll	01/25/24
Autumn Chase Total		\$113,569.19		
Bristol Square	01/02/24	\$26,723.25	1/2/2024 Payables	01/04/24
Bristol Square	01/03/24	\$6,606.74	1/5/2024 Payroll	01/04/24
Bristol Square	01/08/24	\$37,411.27	1/8/2024 Payables	01/11/24
Bristol Square	01/16/24	\$12,362.63	1/16/2024 Payables	01/18/24
Bristol Square	01/17/24	\$6,483.21	1/19/2024 Payroll	01/18/24
Bristol Square	01/22/24	\$3,328.61	1/22/2024 Payables	01/25/24
Bristol Square Total		\$92,915.71		
Carvel	01/02/24	\$35,307.00	1/2/2024 Payables	01/04/24
Carvel	01/08/24	\$15,360.50	1/10/2024 Payroll	01/09/24
Carvel	01/08/24	\$9,099.75	1/8/2024 Payables	01/11/24
Carvel	01/16/24	\$38,135.63	1/16/2024 Payables	01/18/24
Carvel	01/22/24	\$6,030.43	1/22/2024 Payables	01/25/24
Carvel	01/22/24	\$16,046.05	1/25/2024 Payroll	01/25/24
Carvel Total		\$119,979.36		
Ebey Arms	01/02/24	\$7,000.71	1/2/2024 Payables	01/04/24
Ebey Arms	01/08/24	\$2,307.76	1/10/2024 Payroll	01/09/24
Ebey Arms	01/08/24	\$6,515.77	1/8/2024 Payables	01/11/24
Ebey Arms	01/16/24	\$5,279.55	1/16/2024 Payables	01/18/24
Ebey Arms	01/22/24	\$5,277.30	1/22/2024 Payables	01/25/24
Ebey Arms	01/22/24	\$2,674.86	1/25/2024 Payroll	01/25/24
Ebey Arms Total		\$29,055.95		
Edmonds Highlands	01/02/24	\$6,790.84	1/2/2024 Payables	01/04/24
Edmonds Highlands	01/08/24	\$5,961.07	1/10/2024 Payroll	01/09/24
Edmonds Highlands	01/08/24	\$10,945.80	1/8/2024 Payables	01/11/24
Edmonds Highlands	01/16/24	\$25,490.07	1/16/2024 Payables	01/18/24
Edmonds Highlands	01/22/24	\$3,260.51	1/22/2024 Payables	01/25/24
Edmonds Highlands	01/22/24	\$6,547.72	1/25/2024 Payroll	01/25/24
Edmonds Highlands Total		\$58,996.01		
Madison Park	01/02/24	\$8,339.04	1/2/2024 Payables	01/04/24
Madison Park	01/08/24	\$10,244.77	1/10/2024 Payroll	01/09/24
Madison Park	01/08/24	\$10,948.42	1/8/2024 Payables	01/11/24
Madison Park	01/16/24	\$35,177.16	1/16/2024 Payables	01/18/24
Madison Park	01/22/24	\$2,302.13	1/22/2024 Payables	01/25/24
Madison Park	01/22/24	\$11,544.83	1/25/2024 Payroll	01/25/24
Madison Park Total		\$78,556.35		
Millwood Estates	01/02/24	\$62,232.48	1/2/2024 Payables	01/04/24
Millwood Estates	01/03/24	\$20,576.68	1/5/2024 Payroll	01/04/24
Millwood Estates	01/08/24	\$8,505.08	1/8/2024 Payables	01/11/24
Millwood Estates	01/16/24	\$65,435.94	1/16/2024 Payables	01/18/24
Millwood Estates	01/17/24	\$22,304.30	1/19/2024 Payroll	01/18/24
Millwood Estates	01/22/24	\$14,364.00	1/22/2024 Payables	01/25/24
Millwood Estates Total		\$193,418.48		
Olympic View	01/02/24	\$12,191.37	1/2/2024 Payables	01/04/24
Olympic View	01/03/24	\$2,516.47	1/5/2024 Payroll	01/04/24
Olympic View	01/08/24	\$5,428.50	1/8/2024 Payables	01/11/24
Olympic View	01/16/24	\$4,784.38	1/16/2024 Payables	01/18/24

Property Name	Date	Amount	Description	Date wired
Olympic View	01/17/24	\$2,668.73	1/19/2024 Payroll	01/18/24
Olympic View	01/22/24	\$3,000.00	Special funding - Op Acct cushion	01/25/24
Olympic View	01/22/24	\$1,504.90	1/22/2024 Payables	01/25/24
Olympic View Total		\$32,094.35		
Raintree Village	01/02/24	\$14,883.21	1/2/2024 Payables	01/04/24
Raintree Village	01/03/24	\$6,393.78	1/5/2024 Payroll	01/04/24
Raintree Village	01/08/24	\$837.33	1/8/2024 Payables	01/11/24
Raintree Village	01/16/24	\$5,532.74	1/16/2024 Payables	01/18/24
Raintree Village	01/17/24	\$6,679.97	1/19/2024 Payroll	01/18/24
Raintree Village	01/22/24	\$2,322.36	1/22/2024 Payables	01/25/24
Raintree Village Total		\$36,649.39		
Sound View	01/02/24	\$8,714.44	1/2/2024 Payables	01/04/24
Sound View	01/03/24	\$2,542.15	1/5/2024 Payroll	01/04/24
Sound View	01/08/24	\$3,837.19	1/8/2024 Payables	01/11/24
Sound View	01/16/24	\$8,175.23	1/16/2024 Payables	01/18/24
Sound View	01/17/24	\$2,683.41	1/19/2024 Payroll	01/18/24
Sound View	01/22/24	\$3,000.00	Special funding - Op Acct cushion	01/25/24
Sound View	01/22/24	\$1,994.33	1/22/2024 Payables	01/25/24
Sound View Total		\$30,946.75		
Valley Commons	01/02/24	\$11,575.50	1/2/2024 Payables	01/04/24
Valley Commons	01/08/24	\$2,665.17	1/10/2024 Payroll	01/09/24
Valley Commons	01/08/24	\$5,091.81	1/8/2024 Payables	01/11/24
Valley Commons	01/16/24	\$4,001.20	1/16/2024 Payables	01/18/24
Valley Commons	01/22/24	\$267.00	1/22/2024 Payables	01/25/24
Valley Commons	01/22/24	\$2,980.63	1/25/2024 Payroll	01/25/24
Valley Commons Total		\$26,581.31		
Westend II	01/02/24	\$877.04	1/2/2024 Payables	01/04/24
Westend II	01/08/24	\$1,030.21	1/10/2024 Payroll	01/09/24
Westend II	01/08/24	\$236.85	1/8/2024 Payables	01/11/24
Westend II	01/16/24	\$2,049.46	1/16/2024 Payables	01/18/24
Westend II	01/22/24	\$6,439.59	1/22/2024 Payables	01/25/24
Westend II	01/22/24	\$1,122.85	1/25/2024 Payroll	01/25/24
Westend II Total		\$11,756.00		
Grand Total		\$824,518.85		

ItemDate	PayeeName	CheckNumber	ItemAmount
1/1/2024	USDA		(4,167.51)
1/2/2024	Berkadia		(45,456.83)
1/2/2024	Banner Bank		(19,971.57)
1/2/2024	Colliers		(45,685.76)
1/2/2024	Beneficial State Bank		(34,379.96)
1/2/2024	Banner Bank		(4,624.31)
1/2/2024	Beneficial State Bank		(22,224.57)
1/2/2024	PUD No. 1 of Snohomish County		(27.00)
1/4/2024	Department of Retirement Systems		(2,059.87)
1/4/2024	KeyBank National Association		(26,695.35)
1/4/2024	Trinadey Marie Neese	726010	(150.00)
1/5/2024	American Family Life Assurance Company	725996	(1,464.10)
1/5/2024	Cintas Corporation No 2	725997	(152.15)
1/5/2024	City of Lynnwood	725998	(8,658.98)
1/5/2024	Comcast Cable Communications Inc	725999	(388.19)
1/5/2024	HD Supply Facilities Maintenance LTD	726000	(3,515.61)
1/5/2024	Joshua K McStott	726001	(3,585.00)
1/5/2024	New Life Flooring Inc	726002	(2,884.68)
1/5/2024	Nikolay Korvatovskiy	726003	(90.00)
1/5/2024	PUD No 1 of Snohomish County	726004	(4,414.17)
1/5/2024	Puget Sound Energy	726005	(261.12)
1/5/2024	Rexel Inc	726006	(452.89)
1/5/2024	Securitas Technology Corporation	726007	(435.12)
1/5/2024	Washington Alarm	726008	(2,419.59)
1/5/2024	Washington State Health Care Authority	726009	(127,691.39)
1/5/2024	Wex Bank		(4,673.40)
1/10/2024	JP Morgan Chase		(43,796.85)
1/11/2024	ppe 06Jan24 pd 12Jan24		(84,867.70)
1/11/2024	ppe 06Jan24 pd 12Jan24		(228,066.87)
1/11/2024	Gwynneth Jones	726044	(585.00)
1/12/2024	5 Star Services Inc		(8,275.00)
1/12/2024	ADP Inc		(2,099.02)
1/12/2024	All Clear Screening LLC	726011	(47.00)
1/12/2024	Alliance Technologies LLC	726012	(9,125.00)
1/12/2024	Archbright Inc		(2,400.00)
1/12/2024	Bolster Networks Inc	726013	(10,000.00)
1/12/2024	CBS Reporting Inc	726014	(111.00)
1/12/2024	Cintas Corporation No 2	726015	(304.30)
1/12/2024	City of Snohomish	726016	(1,991.98)
1/12/2024	Clearview Glass Company Inc	726017	(125.00)
1/12/2024	Comcast Cable Communications Inc	726018	(873.54)
1/12/2024	Databar Inc	726019	(288.38)
1/12/2024	Department of Labor and Industries	726020	(18,355.26)
1/12/2024	Department of Retirement Systems		(51,407.40)
1/12/2024	ELTEC Systems LLC	726021	(215.40)
1/12/2024	Gwynneth Jones	726043	(3,247.00)
1/12/2024	HD Supply Facilities Maintenance LTD	726022	(7,571.34)
1/12/2024	Judd & Black	726023	(950.00)
1/12/2024	Lake Stevens Sewer District	726024	(10,098.00)
1/12/2024	Leila E Yazdani Najafabadi	726025	(56.15)
1/12/2024	Litho Craft Inc	726026	(4,247.79)
1/12/2024	Mark Papritz		(176.46)

ItemDate	PayeeName	CheckNumber	ItemAmount
1/12/2024	Mission Square Retirement		(1,444.82)
1/12/2024	New Life Flooring Inc	726027	(1,108.08)
1/12/2024	Northwest Fiber LLC	726028	(671.73)
1/12/2024	Online Information Services	726029	(275.76)
1/12/2024	Pacifica Law Group LLP	726030	(3,319.50)
1/12/2024	Paradise Valley Landscaping Company Inc	726031	(68,343.00)
1/12/2024	Pitney Bowes Inc	726032	(462.65)
1/12/2024	PUD No 1 of Snohomish County	726033	(5,789.90)
1/12/2024	Puget Sound Energy	726034	(258.41)
1/12/2024	Refugee & Immigrant Services Northwest	726035	(171.18)
1/12/2024	Rentokil North America Inc	726036	(168.00)
1/12/2024	Rexel Inc	726037	(243.36)
1/12/2024	Silver Lake Water & Sewer District	726038	(6,161.70)
1/12/2024	Sound Security Inc	726039	(465.15)
1/12/2024	Steel Bison Security LLC	726040	(2,142.00)
1/12/2024	Troy Delaney		(65.00)
1/12/2024	Washington State Support Registry		(396.33)
1/12/2024	Waste Management - Northwest	726041	(17,773.20)
1/12/2024	Woodburn Company		(804.32)
1/12/2024	Wynne and Sons Inc	726042	(87.10)
1/18/2024	Colliers		(35,621.63)
1/19/2024	5 Star Services Inc		(60,942.50)
1/19/2024	Adobe Inc	726045	(611.70)
1/19/2024	Advantage Building Services	726046	(241.32)
1/19/2024	Cellco Partnership	726047	(1,715.91)
1/19/2024	Cintas Corporation No 2	726048	(152.15)
1/19/2024	City of Arlington	726049	(5,097.49)
1/19/2024	City of Lynnwood	726050	(5,090.13)
1/19/2024	Comcast Cable Communications Inc	726051	(547.36)
1/19/2024	Concentric LLC	726052	(600.15)
1/19/2024	Department of Labor and Industries	726053	(399.00)
1/19/2024	Granite Telecommunications LLC	726054	(1,847.34)
1/19/2024	Greater Seattle Construction LLC	726055	(107,207.54)
1/19/2024	HD Supply Facilities Maintenance LTD	726056	(1,104.34)
1/19/2024	Mark Papritz		(85.63)
1/19/2024	Mustapha Drammeh	726057	(39.77)
1/19/2024	Northwest Computer Support Inc		(279.00)
1/19/2024	PUD No 1 of Snohomish County	726058	(1,136.50)
1/19/2024	Puget Sound Energy	726059	(25.79)
1/19/2024	Rentokil North America Inc	726060	(140.00)
1/19/2024	Republic Services Inc	726061	(1,927.24)
1/19/2024	Steven Pillitu	726062	(50.00)
1/19/2024	Wave Broadband	726063	(955.05)
1/24/2024	Rebekah A Bell	726101	(293.00)
1/25/2024	ppe 20Jan24 pd 26Jan24		(79,915.75)
1/25/2024	ppe 20Jan24 pd 26Jan24		(218,190.78)
1/26/2024	5 Star Services Inc		(3,300.00)
1/26/2024	ADT US Holdings Inc	726064	(117.78)
1/26/2024	Advantage Building Services	726065	(291.16)
1/26/2024	Affordable Housing Management Association of Washington	726066	(1,054.00)
1/26/2024	Affordable Renovations Inc	726067	(5,950.00)
1/26/2024	Answerline Communications Inc	726068	(355.00)

ItemDate	PayeeName	CheckNumber	ItemAmount
1/26/2024	Arbitrage Compliance Specialists Inc	726069	(1,100.00)
1/26/2024	Carahsoft Technology Corporation	726070	(14.99)
1/26/2024	Centage Corporation		(1,750.00)
1/26/2024	Cintas Corporation No 2	726071	(902.15)
1/26/2024	City of Lynnwood	726072	(6,390.34)
1/26/2024	City of Marysville	726073	(7,017.25)
1/26/2024	Comcast Cable Communications Inc	726074	(2,411.45)
1/26/2024	Department of Retirement Systems		(52,220.15)
1/26/2024	Economic Alliance Snohomish County	726075	(1,100.00)
1/26/2024	Environmental Associates Inc	726076	(2,800.00)
1/26/2024	Federal Express	726077	(23.03)
1/26/2024	HD Supply Facilities Maintenance LTD	726078	(4,638.37)
1/26/2024	JMC Cabinets & Interiors Inc.	726079	(486.00)
1/26/2024	John T Mullenberg	726080	(2,000.00)
1/26/2024	Language Line Services Inc	726081	(2,513.58)
1/26/2024	Lida Khoshal		(2,092.00)
1/26/2024	Marcus Showalter		(125.95)
1/26/2024	Mattila Painting Inc	726082	(1,857.30)
1/26/2024	Mission Square Retirement		(1,444.81)
1/26/2024	Mustapha Drammeh	726083	(46.41)
1/26/2024	New Life Flooring Inc	726084	(4,765.88)
1/26/2024	Northwest Computer Support Inc		(4,204.36)
1/26/2024	Olympic View Apts	726085	(705.00)
1/26/2024	Pitney Bowes Inc		(4,007.00)
1/26/2024	PUD No 1 of Snohomish County	726086	(1,807.09)
1/26/2024	Puget Sound Energy	726087	(39.57)
1/26/2024	Rentokil North America Inc	726088	(240.00)
1/26/2024	Reserve at Lynnwood Partners LLLP	726089	(1,504.00)
1/26/2024	Snohomish County	726090	(38,298.70)
1/26/2024	Snohomish County	726091	(244.00)
1/26/2024	Sound View Apts	726092	(360.93)
1/26/2024	Stanley Access Technologies	726093	(1,512.82)
1/26/2024	State Auditors Office	726094	(10,504.20)
1/26/2024	State of Washington		(12,327.10)
1/26/2024	Syglombe USA LLC	726095	(394,193.00)
1/26/2024	Topline Counters LLC	726096	(3,847.73)
1/26/2024	Total Landscape Corporation	726097	(38,793.92)
1/26/2024	U S Bank	726098	(80.00)
1/26/2024	Valentine Bordes-Balloni		(354.80)
1/26/2024	Washington State Support Registry		(396.33)
1/26/2024	Wave Broadband	726099	(739.50)
1/26/2024	YWCA	726100	(240.00)
1/26/2024	Zoe Watson		(182.51)
1/29/2024	Bobbi R Ellis	726102	(17.00)
	Total		(2,111,545.98)
	Total HAP/UAP Payments		(6,373,492.53)
	Total Wires to Property Managers		(824,518.85)
	Total Payments		<u>\$ (9,309,557.36)</u>

Housing Authority of Snohomish County

Expenditure Approval

Month(s) Ending: February 2024

***I have reviewed the attached expenditures listing totaling
\$17,652,667.29 and have indicated any changes to be made.
I hereby approve payment of the expenditures.***

Duane Leonard - Chief Executive Officer

Prepared by: DeAnna Copper

AFFORDABLE HOUSING PAYABLE LOG

Property Name	Date	Amount	Description	Date wired
Autumn Chase	1/29/2024	\$28,472.76	1/29/2024 Payables	2/1/2024
Autumn Chase	2/5/2024	\$9,170.49	2/5/2024 Payables	2/8/2024
Autumn Chase	2/7/2024	\$10,949.07	2/9/2024 Payroll	2/8/2024
Autumn Chase	2/12/2024	\$14,769.35	02/12/2024 Payables	2/15/2024
Autumn Chase	2/19/2024	\$6,947.12	2/19/2024 Payables	2/22/2024
Autumn Chase	2/19/2024	\$9,793.02	2/23/2024 Payroll	2/22/2024
Autumn Chase	2/26/2024	\$7,454.17	2/26/2024 Payables	2/29/2024
Autumn Chase Total		\$87,555.98		
Bristol Square	1/29/2024	\$3,260.00	1/29/2024 Payables	2/1/2024
Bristol Square	1/31/2024	\$6,671.19	2/2/2024 Payroll	2/1/2024
Bristol Square	2/5/2024	\$3,385.08	2/5/2024 Payables	2/8/2024
Bristol Square	2/12/2024	\$12,202.35	02/12/2024 Payables	2/15/2024
Bristol Square	2/14/2024	\$6,592.92	2/16/2024 Payroll	2/15/2024
Bristol Square	2/19/2024	\$16,734.93	2/19/2024 Payables	2/22/2024
Bristol Square	2/26/2024	\$1,465.76	2/26/2024 Payables	2/29/2024
Bristol Square	2/28/2024	\$6,578.69	3/1/2024 Payroll	2/29/2024
Bristol Square Total		\$56,890.92		
Carvel	1/29/2024	\$11,436.03	1/29/2024 Payables	2/1/2024
Carvel	2/5/2024	\$10,621.22	2/5/2024 Payables	2/8/2024
Carvel	2/7/2024	\$19,647.20	2/9/2024 Payroll	2/8/2024
Carvel	2/12/2024	\$105,108.06	02/12/2024 Payables	2/15/2024
Carvel	2/19/2024	\$9,178.97	2/19/2024 Payables	2/22/2024
Carvel	2/19/2024	\$15,991.15	2/23/2024 Payroll	2/22/2024
Carvel	2/26/2024	\$8,264.94	2/26/2024 Payables	2/29/2024
Carvel Total		\$180,247.57		
Ebey Arms	1/29/2024	\$2,278.93	1/29/2024 Payables	2/1/2024
Ebey Arms	2/5/2024	\$13,038.18	2/5/2024 Payables	2/8/2024
Ebey Arms	2/7/2024	\$3,350.61	2/9/2024 Payroll	2/8/2024
Ebey Arms	2/12/2024	\$4,659.08	02/12/2024 Payables	2/15/2024
Ebey Arms	2/19/2024	\$2,411.13	2/19/2024 Payables	2/22/2024
Ebey Arms	2/19/2024	\$2,739.44	2/23/2024 Payroll	2/22/2024
Ebey Arms	2/26/2024	\$2,987.78	2/26/2024 Payables	2/29/2024
Ebey Arms Total		\$31,465.15		
Edmonds Highlands	1/29/2024	\$3,364.98	1/29/2024 Payables	2/1/2024
Edmonds Highlands	2/5/2024	\$23,017.38	2/5/2024 Payables	2/8/2024
Edmonds Highlands	2/7/2024	\$7,284.61	2/9/2024 Payroll	2/8/2024
Edmonds Highlands	2/12/2024	\$36,630.70	02/12/2024 Payables	2/15/2024
Edmonds Highlands	2/19/2024	\$6,955.36	2/19/2024 Payables	2/22/2024
Edmonds Highlands	2/19/2024	\$6,671.41	2/23/2024 Payroll	2/22/2024
Edmonds Highlands	2/26/2024	\$1,563.77	2/26/2024 Payables	2/29/2024
Edmonds Highlands Total		\$85,488.21		
Madison Park	1/29/2024	\$17,514.41	1/29/2024 Payables	2/1/2024
Madison Park	2/5/2024	\$7,187.55	2/5/2024 Payables	2/8/2024
Madison Park	2/7/2024	\$12,623.89	2/9/2024 Payroll	2/8/2024
Madison Park	2/12/2024	\$20,124.91	02/12/2024 Payables	2/15/2024
Madison Park	2/19/2024	\$2,586.65	2/19/2024 Payables	2/22/2024
Madison Park	2/19/2024	\$11,339.80	2/23/2024 Payroll	2/22/2024
Madison Park	2/26/2024	\$28,425.30	2/26/2024 Payables	2/29/2024
Madison Park Total		\$99,802.51		
Millwood Estates	1/29/2024	\$30,335.84	1/29/2024 Payables	2/1/2024
Millwood Estates	1/31/2024	\$22,395.88	2/2/2024 Payroll	2/1/2024
Millwood Estates	2/5/2024	\$21,983.94	2/5/2024 Payables	2/8/2024
Millwood Estates	2/12/2024	\$24,991.72	02/12/2024 Payables	2/15/2024

Property Name	Date	Amount	Description	Date wired
Millwood Estates	2/14/2024	\$20,796.91	2/16/2024 Payroll	2/15/2024
Millwood Estates	2/19/2024	\$36,354.93	2/19/2024 Payables	2/22/2024
Millwood Estates	2/26/2024	\$68,540.48	2/26/2024 Payables	2/29/2024
Millwood Estates	2/28/2024	\$21,628.67	3/1/2024 Payroll	2/29/2024
Millwood Estates Total		\$247,028.37		
Olympic View	1/29/2024	\$11,541.06	1/29/2024 Payables	2/1/2024
Olympic View	1/31/2024	\$2,803.73	2/2/2024 Payroll	2/1/2024
Olympic View	2/5/2024	\$4,283.05	2/5/2024 Payables	2/8/2024
Olympic View	2/12/2024	\$1,920.42	02/12/2024 Payables	2/15/2024
Olympic View	2/14/2024	\$2,851.35	2/16/2024 Payroll	2/15/2024
Olympic View	2/19/2024	\$6,445.46	2/19/2024 Payables	2/22/2024
Olympic View	2/26/2024	\$3,522.01	2/26/2024 Payables	2/29/2024
Olympic View	2/28/2024	\$2,397.44	3/1/2024 Payroll	2/29/2024
Olympic View Total		\$35,764.52		
Raintree Village	1/29/2024	\$1,262.51	1/29/2024 Payables	2/1/2024
Raintree Village	1/31/2024	\$6,792.98	2/2/2024 Payroll	2/1/2024
Raintree Village	2/12/2024	\$6,816.62	02/12/2024 Payables	2/15/2024
Raintree Village	2/14/2024	\$6,470.23	2/16/2024 Payroll	2/15/2024
Raintree Village	2/19/2024	\$13,281.71	2/19/2024 Payables	2/22/2024
Raintree Village	2/26/2024	\$250.38	2/26/2024 Payables	2/29/2024
Raintree Village	2/28/2024	\$6,313.48	3/1/2024 Payroll	2/29/2024
Raintree Village Total		\$41,187.91		
Sound View	1/29/2024	\$9,807.24	1/29/2024 Payables	2/1/2024
Sound View	1/31/2024	\$2,806.58	2/2/2024 Payroll	2/1/2024
Sound View	2/5/2024	\$18,325.76	2/5/2024 Payables	2/8/2024
Sound View	2/12/2024	\$1,280.13	02/12/2024 Payables	2/15/2024
Sound View	2/14/2024	\$2,867.86	2/16/2024 Payroll	2/15/2024
Sound View	2/19/2024	\$4,273.51	2/19/2024 Payables	2/22/2024
Sound View	2/26/2024	\$1,278.71	2/26/2024 Payables	2/29/2024
Sound View	2/28/2024	\$2,418.81	3/1/2024 Payroll	2/29/2024
Sound View Total		\$43,058.60		
Valley Commons	1/29/2024	\$6,609.28	1/29/2024 Payables	2/1/2024
Valley Commons	2/5/2024	\$974.22	2/5/2024 Payables	2/8/2024
Valley Commons	2/7/2024	\$2,904.20	2/9/2024 Payroll	2/8/2024
Valley Commons	2/12/2024	\$7,673.82	02/12/2024 Payables	2/15/2024
Valley Commons	2/19/2024	\$415.63	2/19/2024 Payables	2/22/2024
Valley Commons	2/19/2024	\$2,961.23	2/23/2024 Payroll	2/22/2024
Valley Commons	2/26/2024	\$14,942.30	2/26/2024 Payables	2/29/2024
Valley Commons Total		\$36,480.68		
Westend II	1/29/2024	\$15,614.31	1/29/2024 Payables	2/1/2024
Westend II	2/5/2024	\$542.53	2/5/2024 Payables	2/8/2024
Westend II	2/7/2024	\$1,472.32	2/9/2024 Payroll	2/8/2024
Westend II	2/12/2024	\$2,775.78	02/12/2024 Payables	2/15/2024
Westend II	2/19/2024	\$940.84	2/19/2024 Payables	2/22/2024
Westend II	2/19/2024	\$1,340.43	2/23/2024 Payroll	2/22/2024
Westend II	2/26/2024	\$1,519.60	2/26/2024 Payables	2/29/2024
Westend II Total		\$24,205.81		
Grand Total		\$969,176.23		

ItemDate	PayeeName	CheckNumber	ItemAmount
2/1/2024	Banner Bank		(19,971.57)
2/1/2024	Berkadia		(45,456.83)
2/1/2024	Banner Bank		(4,624.31)
2/1/2024	Beneficial State Bank		(22,224.57)
2/1/2024	Colliers		(45,685.76)
2/1/2024	Beneficial State Bank		(34,379.96)
2/1/2024	PUD No. 1 of Snohomish County		(27.00)
2/1/2024	USDA		(4,167.51)
2/2/2024	American Family Life Assurance Company	726103	(1,464.10)
2/2/2024	Anixter Inc	726104	(218.62)
2/2/2024	Brimstone Fire Safety Mgmt LLC	726105	(1,093.75)
2/2/2024	Cintas Corporation No 2	726106	(152.15)
2/2/2024	Combs Testing Service	726107	(385.00)
2/2/2024	Environmental Works	726108	(1,518.00)
2/2/2024	First American Title Insurance Company	726109	(200.00)
2/2/2024	HD Supply Facilities Maintenance LTD	726110	(659.14)
2/2/2024	Jennifer Lehmann		(22.56)
2/2/2024	Mark Papritz		(88.71)
2/2/2024	Paradise Valley Landscaping Company Inc	726111	(26,130.70)
2/2/2024	Pitney Bowes Inc	726112	(365.86)
2/2/2024	PUD No 1 of Snohomish County	726113	(10,964.50)
2/2/2024	Rentokil North America Inc	726114	(140.00)
2/2/2024	The Bank of New York Mellon Trust Company, N.A.	726115	(1,000.00)
2/2/2024	Tim Turner	726116	(262.88)
2/2/2024	Wex Bank		(4,105.92)
2/5/2024	KeyBank National Association		(23,409.76)
2/6/2024	Bank of America		(8,125.00)
2/8/2024	ppe 03Feb24 pd 09Feb24		(80,818.18)
2/8/2024	ppe 03Feb24 pd 09Feb24		(220,196.48)
2/9/2024	Citibank		(22,928.60)
2/9/2024	JP Morgan Chase		(43,796.85)
2/9/2024	ADP Inc		(2,199.16)
2/9/2024	Affordable Housing Risk Pool	726117	(23,689.00)
2/9/2024	All Clear Screening LLC	726118	(28.00)
2/9/2024	Alliance Technologies LLC	726119	(5,100.00)
2/9/2024	Angela Seay		(133.33)
2/9/2024	Association of Washington Housing Authorities	726120	(6,000.00)
2/9/2024	Campo Basso Apts LLC	726121	(1,442.00)
2/9/2024	Cintas Corporation No 2	726122	(152.15)
2/9/2024	Comcast Cable Communications Inc	726123	(444.92)
2/9/2024	Department of Retirement Systems		(52,033.58)
2/9/2024	Elizabeth Dewey		(126.91)
2/9/2024	ELTEC Systems LLC	726124	(1,201.74)
2/9/2024	Federal Express	726125	(27.44)
2/9/2024	Genevieve Constantino	726126	(3,500.00)
2/9/2024	Granite Telecommunications LLC	726127	(926.34)
2/9/2024	HD Supply Facilities Maintenance LTD	726128	(6,954.49)
2/9/2024	Jades Jet City Carpet Cleaning Inc	726129	(1,035.00)
2/9/2024	JMC Cabinets & Interiors Inc.	726130	(9,597.65)
2/9/2024	Mark Papritz		(105.32)

ItemDate	PayeeName	CheckNumber	ItemAmount
2/9/2024	Millwood Estates	726131	(300.00)
2/9/2024	Mission Square Retirement		(1,444.82)
2/9/2024	Mustapha Drammeh	726132	(299.00)
2/9/2024	New Life Flooring Inc	726133	(1,123.20)
2/9/2024	Northwest Computer Support Inc		(166.00)
2/9/2024	Northwest Fiber LLC	726134	(671.73)
2/9/2024	Paradise Valley Landscaping Company Inc	726135	(14,870.00)
2/9/2024	PUD No 1 of Snohomish County	726136	(5,647.75)
2/9/2024	Puget Sound Energy	726137	(548.01)
2/9/2024	Rexel Inc	726138	(226.45)
2/9/2024	Sound Security Inc	726139	(465.15)
2/9/2024	Tamra Close		(39.26)
2/9/2024	Team Car Care LLC	726140	(137.21)
2/9/2024	Washington State Health Care Authority	726141	(126,173.05)
2/9/2024	Washington State Support Registry		(396.33)
2/9/2024	Waste Management - Northwest	726142	(17,921.71)
2/9/2024	Woodburn Company		(671.43)
2/12/2024	Alene R Huffer	726143	(75.00)
2/12/2024	Jessica Stiegler	726144	(800.00)
2/12/2024	Mustapha Drammeh	726145	(1,818.00)
2/12/2024	Tim Turner	726146	(360.00)
2/15/2024	Homestreet Bank		(1,425,000.00)
2/15/2024	Homestreet Bank		(643.06)
2/15/2024	Homestreet Bank		(1,440,000.00)
2/15/2024	Homestreet Bank		(1,077.07)
2/16/2024	Anixter Inc	726147	(191.41)
2/16/2024	CBS Reporting Inc	726148	(185.00)
2/16/2024	Cellco Partnership	726149	(1,716.24)
2/16/2024	Cintas Corporation No 2	726150	(152.15)
2/16/2024	City of Arlington	726151	(5,172.11)
2/16/2024	City of Mountlake Terrace	726152	(24,313.63)
2/16/2024	City of Snohomish	726153	(2,926.89)
2/16/2024	City of Stanwood	726154	(6,279.02)
2/16/2024	Comcast Cable Communications Inc	726155	(852.05)
2/16/2024	Databar Inc	726156	(99.56)
2/16/2024	Devon Nelson	726157	(44.00)
2/16/2024	Federal Express	726158	(98.95)
2/16/2024	HD Supply Facilities Maintenance LTD	726159	(3,111.93)
2/16/2024	Horeco Inc	726160	(565.00)
2/16/2024	Jades Jet City Carpet Cleaning Inc	726161	(680.00)
2/16/2024	Jennifer Lehmann		(3.89)
2/16/2024	Judd & Black	726162	(854.00)
2/16/2024	Kendall Dealership Holdings LLC	726163	(908.53)
2/16/2024	Lake Stevens Sewer District	726164	(10,098.00)
2/16/2024	Maacover Inc	726165	(2,985.00)
2/16/2024	Mark Papritz		(198.32)
2/16/2024	New Life Flooring Inc	726166	(6,534.88)
2/16/2024	Northwest Computer Support Inc		(2,509.50)
2/16/2024	Online Information Services	726167	(237.46)
2/16/2024	Pacifica Law Group LLP	726168	(4,439.00)

ItemDate	PayeeName	CheckNumber	ItemAmount
2/16/2024	PUD No 1 of Snohomish County	726169	(4,822.21)
2/16/2024	Puget Sound Energy	726170	(265.31)
2/16/2024	Rentokil North America Inc	726171	(450.00)
2/16/2024	Republic Services Inc	726172	(1,889.53)
2/16/2024	Rexel Inc	726173	(226.45)
2/16/2024	Silver Lake Water & Sewer District	726174	(6,175.10)
2/16/2024	Team Car Care LLC	726175	(132.27)
2/16/2024	Troy Delaney		(65.00)
2/16/2024	Washington Alarm	726176	(525.00)
2/16/2024	Wave Broadband	726177	(955.08)
2/21/2024	Jean L Jones	726200	(150.00)
2/22/2024	ppe 17Feb24 pd 23Feb24		(215,168.86)
2/22/2024	ppe 17Feb24 pd 23Feb24		(79,045.12)
2/23/2024	5 Star Services Inc		(5,135.00)
2/23/2024	ADP Inc		(752.10)
2/23/2024	ADT US Holdings Inc	726178	(117.78)
2/23/2024	Advantage Building Services	726179	(249.52)
2/23/2024	Alderwood Water & Wastewater District	726180	(12,479.32)
2/23/2024	Alliant Insurance Services Inc		(29,845.88)
2/23/2024	Chad Hansen		(484.83)
2/23/2024	Cintas Corporation No 2	726181	(152.15)
2/23/2024	City of Marysville	726182	(8,854.74)
2/23/2024	David Ruud	726183	(2,000.00)
2/23/2024	Debbie Krick		(1,082.38)
2/23/2024	Department of Retirement Systems		(51,696.81)
2/23/2024	Derek Skene Platt	726184	(90.48)
2/23/2024	Duane Leonard		(124.39)
2/23/2024	Elizabeth Dewey		(541.19)
2/23/2024	Environmental Associates Inc	726185	(1,750.00)
2/23/2024	Gilbert Mendez	726186	(35.00)
2/23/2024	Harmsen LLC	726187	(5,860.00)
2/23/2024	HD Supply Facilities Maintenance LTD	726188	(2,976.02)
2/23/2024	Jodie Halsne		(6,167.88)
2/23/2024	Mark Papritz		(213.46)
2/23/2024	Mission Square Retirement		(1,444.81)
2/23/2024	New Life Flooring Inc	726189	(1,721.80)
2/23/2024	Northwest Computer Support Inc		(2,364.00)
2/23/2024	Paradise Valley Landscaping Company Inc	726190	(1,100.00)
2/23/2024	Pitney Bowes Inc		(4,007.00)
2/23/2024	Pitney Bowes Inc	726191	(1,135.83)
2/23/2024	PUD No 1 of Snohomish County	726192	(953.35)
2/23/2024	Refinishing Solutions LLC	726193	(940.00)
2/23/2024	Rentokil North America Inc	726194	(676.80)
2/23/2024	Snohomish County	726195	(2,031.48)
2/23/2024	Steven Pillitu	726196	(50.00)
2/23/2024	Team Car Care LLC	726197	(108.87)
2/23/2024	U S Bank	726198	(1,125.00)
2/23/2024	Washington State Support Registry		(396.33)
2/23/2024	YWCA	726199	(901.50)
2/27/2024	Washington Trust Bank		(6,050,000.00)

ItemDate	PayeeName	CheckNumber	ItemAmount
2/28/2024	Daniel Tatum	726223	(50.00)
	Total		(10,364,797.68)
	Total HAP/UAP Payments		(6,318,693.38)
	Total Wires to Property Managers		(969,176.23)
	Total Payments		\$ (17,652,667.29)

RESOLUTION NO. 2492

A RESOLUTION of the Housing Authority of Snohomish County ratifying an interlocal agreement with the City of Stanwood.

WHEREAS, there exists in Snohomish County an increasing shortage of affordable housing, and the mission of the Housing Authority of Snohomish County (the “Authority”) is to expand affordable housing options for people residing within Snohomish County; and

WHEREAS, the Authority currently operates multiple projects within the City of Stanwood (the “City”) and desires to further its work and mission within the boundaries of the City; and

WHEREAS, the City recognizes the need of a housing authority to function within the City; and

WHEREAS, pursuant to RCW 39.34, the Interlocal Cooperation Act, the City and Authority may enter into an interlocal agreement to work cooperatively for their mutual advantage; and

WHEREAS, the City and Authority have negotiated and entered into an interlocal agreement dated and effective as of September 14, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Snohomish County as follows:

Section 1. The Board hereby ratifies all actions previously taken by the Authority or by the Chief Executive Officer and Authority staff on behalf of the Authority in connection with the Interlocal Agreement Authorizing the Housing Authority of Snohomish County to Function Within the City of Stanwood, dated as of September 14, 2023, including but not limited to the execution of such agreement.

ADOPTED by the Board of Commissioners of the Housing Authority of Snohomish County at a regular meeting thereof this 19th day of March, 2024.

HOUSING AUTHORITY OF
SNOHOMISH COUNTY

By _____
Maddy Metzger-Utt, Chair

ATTEST:

Secretary/Treasurer

INTERLOCAL AGREEMENT AUTHORIZING THE
HOUSING AUTHORITY OF SNOHOMISH COUNTY TO FUNCTION
WITHIN THE CITY OF STANWOOD

This Interlocal Agreement ("Agreement") is made and entered into effective on the 14th day of September, between the HOUSING AUTHORITY OF SNOHOMISH COUNTY, hereinafter referred to as "HASCO", and the City of Stanwood, hereinafter referred to as "the City", upon the following terms and conditions:

The City recognizes the need for a housing authority to function within the City and provides for an Interlocal Agreement for such services with HASCO pursuant to RCW 35A.11.040.

HASCO currently operates multiple properties within the City and is willing to, and is desirous of, furthering this work and functioning within the boundaries of the City consistent with RCW 35.82.070(13).

Pursuant to RCW 39.34, the Interlocal Cooperation Act, the City and HASCO may enter into an Interlocal Agreement.

In consideration of the foregoing and the mutual promises set forth below, the parties hereby agree as follows:

1. Authority to Function. Upon passage of a resolution of the City Council declaring the need for HASCO to operate within City boundaries, HASCO is authorized to function within the geographic boundaries of the City as if created pursuant to RCW 35.82 .030 and may exercise all powers set forth in RCW 35.82.070.

2. Purpose of Agreement. The purpose and intent of this Agreement is to define the responsibilities of HASCO and the City as they relate to housing authority projects within City boundaries.

3. Effective Date. This Agreement shall not take effect unless and until it has been duly executed by both parties and either filed with the County Auditor or posted on the County's Interlocal Agreements website. This Agreement shall remain in effect until terminated pursuant to its terms.

4. Independent Contractor. HASCO shall perform all obligations of a housing authority as an independent contractor and not as an agent, employee, or servant of the City. HASCO shall be solely responsible for control, supervision, direction, and discipline of its personnel, who are employees and agents of HASCO, and not the City.

5. Planning, Zoning and Building Ordinances. All housing projects of HASCO shall be subject to all planning, zoning, sanitary and building laws, ordinances and regulations of the City unless otherwise waived in whole or part by the City.

6. Coordination. HASCO shall keep the City informed as to contemplated projects and as to the status of development and operations of projects located within the City. In the planning and location of any housing project, HASCO shall take into consideration the relationship of such project to the comprehensive plan and long-range planning programs enacted by the City. Nothing herein shall be construed as authorizing the City to become involved in the operation of housing projects by HASCO or determination of rentals and tenant selection.

To further HASCO's mission and the City's housing goals, both HASCO and the City shall endeavor to:

- a. Assist in data requests and research on housing statistics relevant to the City and Snohomish County, as well as information on best practices in affordable housing development.
- b. Coordinate on other possible regional partnerships with neighboring jurisdictions, non-profit organizations, or other groups, as the parties mutually deem appropriate.
- c. Maintain regular communications between appropriate HASCO and City staff to provide information on existing housing programs available to City residents.

7. Contract Administration. This Interlocal Agreement shall be administered by the representative of each party specified below who is designated as that party's Administrator. Any written notice required by terms of this Agreement shall be served or mailed as follows:

If to the City: City Manager/Mayor
 City of Stanwood
 10220 270th Street NW
 Stanwood, WA 98292

If to the Authority: Chief Executive Director
 Housing Authority of Snohomish County
 12711 4th Avenue W
 Everett, WA 98204

Either party may change its Administrator at any time by delivering written notice of such party's new Administrator to the other party.

8. Financing. HASCO is solely responsible for the financing of the housing authority projects authorized by this Agreement. The City provides no financial support to HASCO and is not involved in any way in the financing or ownership of such projects unless it specifically provides for such financial support or participation by separate agreement.

9. Insurance. During such time as HASCO purchases, develops and owns a housing authority property within the City boundaries, HASCO shall procure and maintain customary insurance against claims for injuries to persons or damages to property within the City boundaries which may arise from, or in connection with, the exercise of the rights and privileges granted by this Agreement by HASCO, its agents, representatives, employees, and subcontractors. The cost of such insurance shall be paid by HASCO.

- a. Notice of Cancellation. In the event that HASCO receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, HASCO shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.
- b. Verification of Coverage. If requested by the City, HASCO shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of HASCO.

10. Indemnification. HASCO shall indemnify and hold harmless the City and its officers, agents, and employees or any of them from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by any reason of or arising out of any act, negligent act, or omission of HASCO, its officers, agents and employees, or any of them relating to or arising out of the performance of this Interlocal Agreement, except to the extent such damages are caused by the negligence or willful misconduct of the City or its officers, agents and employees; and if final judgment be rendered against the City, and its officers, agents, and employees, or any of them, or jointly against HASCO and the City and their respective officers, agents, and employees, or any of them, the City shall satisfy the same to the extent that such judgment was due to the City's negligent acts or omissions.

11. Dispute Resolution. In the event differences between the parties should arise over the terms and conditions or the performance of this Agreement, the parties shall use their best efforts to resolve those differences on an informal basis. If those differences cannot be resolved informally, the matter may be referred for mediation to a mediator mutually selected by the parties. The costs of mediation shall be split equally between the parties. If mediation is not successful or if a party waives mediation, either of the parties may institute legal action for specific performance of this Agreement or for damages. In the event that a lawsuit is instituted to enforce any provision of this Agreement, the substantially prevailing party shall be entitled to recover all costs of such lawsuit, including reasonable attorneys' fees from the other party.

12. Termination of Contract. This Agreement, and performance hereunder, may be terminated by either party by the service or mailing of written notice of such termination, specifying the extent and effective date thereof, but not sooner than sixty (60) days from date of such notice. Notwithstanding the foregoing, however, termination of this Agreement shall not terminate the power of HASCO to continue to operate existing housing projects and to complete new projects under development.

13. Notices. All notices required to be given by any party to the other party under this Agreement shall be in writing and shall be delivered either in person, by United States mail, or by electronic mail (email) to the applicable Administrator or the Administrator's designee. Notice delivered in person shall be deemed given when accepted by the recipient. Notice by United States mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, and addressed to the Administrator, or their designee, at the addresses set forth in Section

7 of this Agreement. Notice delivered by email shall be deemed given as of the date and time received by the recipient.

14. Miscellaneous.

- a. Compliance with Laws. In the performance of its obligations under this Agreement, each party shall comply with all applicable federal, state and local laws, rules, and regulations.
- b. Construction and Venue. This Interlocal Agreement shall be construed in accordance with the laws of the State of Washington. In the event of any litigation regarding the construction or effect of this Interlocal Agreement, or the rights of the parties pursuant to this Agreement, it is agreed that venue shall be Snohomish County, Washington.
- c. Merger and Amendment. This Agreement contains the entire understanding of the parties with respect to the matters set forth herein and any prior or contemporaneous understandings are merged herein. This Agreement shall not be modified except by written instrument executed by all parties hereto with the same formal ties as required for this Agreement.
- d. Public Records Act. This Agreement and all public records associated with this Agreement shall be available from HASCO for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the City are needed for HASCO to respond to a request under the Act, the City agrees to make them promptly available to the HASCO. If the City considers any portion of any record provided to HASCO under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the City shall clearly identify any specific information that it claims to be confidential or proprietary. _
- e. Severability. If any provision of this Agreement or the application thereof to any person or circumstance shall, for any reason and to any extent, be found invalid or unenforceable, the remainder of this Agreement and the application of that provision to other persons or circumstances shall not be affected thereby, but shall instead continue in full force and effect, to the extent permitted by law.
- f. No Waiver. A party's forbearance or delay in exercising any right or remedy with respect to a default by the other party under this Agreement shall not constitute a waiver of the default at issue. Nor shall a waiver by either party of any default constitute a waiver of any other default or any similar future default.
- g. No Assignment. This Agreement shall not be assigned, either in whole or in part, by either party without the express written consent of the other party, which may be granted or withheld in such party's sole discretion. Any attempt to assign this Agreement in violation of the preceding sentence shall be null and void and shall constitute a default under this Agreement.

- h. Warranty of Authority. Each of the signatories here to warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the party for whom he or she purports to sign this Agreement.
- i. No Joint Venture. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture, or other joint enterprise between the parties.
- i. No Separate Entity Necessary. The parties agree that no separate legal or administrative entities are necessary to carry out this Agreement.
- J. Ownership of Property. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either party in connection with its performance under this Agreement will remain the sole property of such party, and the other party shall have no interest therein.
- k. No Third-Party Beneficiaries. This Agreement and every provision hereof are for the sole benefit of HASCO and the City. No other persons or parties shall be deemed to have any rights in, under, or to this Agreement.
- l. Execution in Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same agreement.
- m. Filing. As provided by RCW 39.34.040, this Agreement shall be filed with the Snohomish County Auditor, or, alternatively, posted on the website of each party.

Executed on the dates written below.

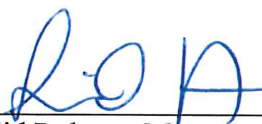
HOUSING AUTHORITY OF
SNOHOMISH COUNTY

CITY OF STANWOOD

By: Duane Leonard
Digitally signed by Duane Leonard
 DN: cn=Duane Leonard, o=Housing
 Authority of Snohomish County,
 ou=Executive Director,
 email=dleonard@hasco.org, c=US
 Date: 2023.09.15 12:22:55 -07'00'

12711 4th Ave W
Everett, WA 98204

Date 9/15/2023

By: 
 Sid Roberts, Mayor
 10220 270th Street NW
 Stanwood, WA 98292

Date: 9-14-23



**RESOLUTION NO. 2493
APPROVING AN AMENDMENT TO THE POSITION CLASSIFICATION PLAN**

WHEREAS, it is the Housing Authority’s objective to work effectively and efficiently with appropriate staff levels to meet Department and Agency goals; and,

WHEREAS, regular positions must be approved by the Board of Commissioners for addition to the Position Classification Plan; and,

WHEREAS staff recommends several job changes to effectively meet business needs; and,

WHEREAS, the proposed changes in staffing are reflected on the Position Classification Plan.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Snohomish County that the Position Classification Plan be amended as follows:

New Positions

Position	Salary Range	Number Added	How Filling
Director of Property Management	H	1	Recruiting
Housing Specialist I	A	2	Recruiting
Portfolio Specialist III	C	1	Recently Filled

Job Reclassifications

Old Position	Salary Range	New Position	Salary Range	Positions
Administrative Services Specialist II	B	Administrative Services Specialist I	A	1
Development and Acquisitions Specialist	D	Director of Development	H	1
Housing Specialist II	B	Housing Specialist I	A	1
Senior Accounting Technician	C	Accounting Technician	B	1

Eliminated Positions

Position	Salary Range	Number Removed	Reason
Records Program Manager	D	1	Retirement
Senior Community Services Manager	G	1	Retirement

DATED, this 19th day of March, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

ATTEST:

Secretary

HASCO Position Classification Plan

Position	Salary Range	Number Authorized
Client Service Representative	A	2
Maintenance Laborer	A	3
Specialist I: Administrative Services, Community Services, Housing, Housing and Client Services, and Portfolio	A	16
Accounting Technician	B	3
Portfolio Coordinator	B	2
Specialist II: Housing, Inspections, Portfolio, and TBA	B	11
Supportive Services Navigator	B	4
Compliance Specialist	C	1
Coordinator: Construction, IT, Internal Legal Affairs, Office, Research, and Records Program	C	6
Inspector	C	1
Lead Portfolio Coordinator	C	1
Lead Supportive Services Navigator	C	1
Maintenance Technician II	C	5
Senior Accounting Technician	C	1
Specialist III/Senior Specialist	C	7
Assistant to the Director of Asset Management	D	1
Financial Analyst	D	2
Lead Inspector	D	2
Lead Maintenance Technician	D	1
Manufactured Housing Program Manager	D	1
Business and Research Analyst	D	1
Risk and Safety Analyst	D	1
Senior Accountant	D	1
Communications Manager	E	1
Community Services Manager	E	1
Construction Carpenter Lead	E	1
Construction Superintendent	E	2
Fair Housing Program Manager	E	1
Housing Program Manager	E	1
IT Analyst	E	1
Portfolio Administrative Supervisor	E	1
Special Programs Manager	E	1
Accounting Manager	F	2
AHA Program Manager	F	1
Human Resources & Administrative Services Manager	F	1
Maintenance Manager	F	1
Senior Housing Program Manager	F	1
Assistant Director of Accounting	G	1
Senior Asset Manager	G	2
Senior Budget Manager	G	1
Senior Construction Manager	G	1
Senior IT Manager	G	1
Director of Development	H	1
Director of Finance	H	1
Director of Internal Legal Affairs	H	1
Director of Property Management	H	1
Director of Tenant Based Assistance	H	1
Director of Asset Management	I	1
Chief Financial Officer	I	1
Chief Operating Officer	I	1
Chief Executive Officer	J	1
Total Employees		105

Amended to be effective March 19, 2024



**RESOLUTION NO. 2494
APPROVING A CONTRACT WITH THE ELOS INSTITUTE**

WHEREAS, the Housing Authority of Snohomish County engaged the expertise of the Elos Institute (Instituto Elos) in the development and implementation of a social action strategy in 2022 and 2023; and,

WHEREAS, the Elos Institute was instrumental in engaging stakeholders in the South Lynnwood community resulting in strong support for a rezone of HASCO’s Pinewood and Timberglen properties; and,

WHEREAS, the Housing Authority would like to continue its partnership with the Elos Institute to support the design of a new Lynnwood property and staff training in Elos methodology and community engagement practices; and,

WHEREAS, the Housing Authority will be entering into a new contract with the Elos Institute for 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SNOHOMISH COUNTY that a contract with Elos Institute not to exceed \$100,000 plus expenses be approved as recommended.

DATED, this 19th day of March, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

ATTEST:

Secretary

Ways Home. Paths Forward.





**RESOLUTION NO. 2495
ADOPTING THE 2024-2025 PUBLIC HOUSING AGENCY PLAN UPDATE**

WHEREAS, the Department of Housing and Urban Development (HUD) requires the adoption of a 5-year and 1-year Public Housing Agency Plan by HASCO; and,

WHEREAS, this year, HASCO was required to prepare a 1-year updated, and staff has worked with a committee comprised of residents and community-based organizations to draft the Agency Plan; and,

WHEREAS, the Agency Plan has been prepared in accordance with HUD instructions, the required 45-day public comment period has passed, and the required Public Hearing has been held; and,

WHEREAS, the Board of Commissioners has considered public comments and testimony, if any, prior to adoption the Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SNOHOMISH COUNTY hereby adopts the Plan and directs staff to submit the Plan to the Department of Housing and Urban Development (HUD) by the required due date.

DATED, this 19th day of March, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

ATTEST

Ways Home. Paths Forward.





Secretary

Ways Home. Paths Forward.



(425) 290-8499 Phone • (425) 290-5618 Fax
www.hasco.org • 12711 4th Ave West • Everett, WA 98204

**Certifications of Compliance with
PHA Plan and Related Regulations
(Small PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning July 2024 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice (AI) or Assessment of Fair Housing (AFH) as applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR § 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last

Annual PHA Plan (check all policies, programs, and components that have been changed):

 903.7a Housing Needs

X 903.7b Deconcentration and Other Policies Governing Eligibility, Selection, Occupancy, and Admissions Policies

 903.7c Financial Resources

X 903.7d Rent Determination Policies

 903.7h Demolition and Disposition

 903.7k Homeownership Programs

 903.7r Additional Information

 A. Progress in meeting 5-year mission and goals

 B. Criteria for substantial deviation and significant amendments

 C. Other information requested by HUD

 1. Resident Advisory Board consultation process

 2. Membership of Resident Advisory Board

 3. Resident membership on PHA governing board

The PHA provides assurance as part of this certification that:

(i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;

(ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and

(iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.

5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of

the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.

7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For a PHA Plan that includes a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting lists would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of 24 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of Snohomish County
 PHA Name

WA039
 PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20__ - 20__

Annual PHA Plan for Fiscal Year 2025

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director:		Name of Board Chairman:	
Signature	Date	Signature	Date

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 3/31/2024

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 07/2024 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement; and maintains records reflecting these analyses and actions.

Housing Authority of Snohomish County
PHA Name

WA039
PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director: Duane Leonard		Name of Board Chairperson: Maddy Metzger-Utt	
Signature	Date	Signature	Date

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.



RESOLUTION NO. 2496

APPROVING THE PURCHASE AND SALE AGREEMENT AND AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO CLOSE ON THE ACQUISITION OF 1094 CEDAR AVENUE, MARYSVILLE, WA 98270.

WHEREAS, there exists in Snohomish County an increasing shortage of affordable housing opportunities, and the mission of the Housing Authority of Snohomish County (HASCO) is to expand affordable housing options for people residing within Snohomish County; and

WHEREAS, HASCO seeks to further its mission in part through the preservation of existing affordable housing opportunities in areas with significantly appreciating housing costs; and

WHEREAS, 1094 Cedar Avenue (the “Property”), located on real property described in Exhibit A hereto, comprised of a 4,310 square-foot office building on a 24,361 square-foot site, located at 1094 Cedar Avenue, Marysville, WA 98207 was offered for sale by the current private owner; and

WHEREAS, the location of the Property is outside HASCO’s area of operation, as it is within the boundaries of Snohomish County and within the territorial boundaries of the City of Marysville (incorporated in 1891), on the date on which HASCO was activated (created in 1971) under Chapter 35.82 of the Revised Code of Washington; and

WHEREAS, HASCO submitted an offer to purchase the Property for \$1,430,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SNOHOMISH COUNTY AS FOLLOWS:

The Board hereby:

1. Approves the execution of the Agreement by the Chief Executive Officer.
2. Authorizes the Chief Executive Officer to close on the acquisition of the Property.
3. Authorizes the Chief Executive Officer to:
 - i. Negotiate, amend, supplement, modify, execute, acknowledge and deliver any and all documents necessary in connection with the acquisition of the Property, in the name of and on behalf of HASCO;
 - ii. Take such actions as shall be necessary, convenient, desirable, or appropriate to perform the obligations of HASCO relating to the acquisition of the Property; and
 - iii. Take such further actions as in the Chief Executive Officer’s judgment shall be necessary, proper or advisable in order to fully carry out the intent and accomplish

Ways Home. Paths Forward.





the purposes of the authorizing resolution adopted hereby.

DATED, this 19th day of March, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

ATTEST

Secretary

Ways Home. Paths Forward.





Exhibit A
Property Legal Description

Tax Parcel: 00585600301000

The West 188.00 feet, as measured perpendicular to and parallel with the West line, of Lot 10 AND the West 188.00 feet, as measured perpendicular to and parallel with the West line, of the South 10 feet of Lot 11, Block 3, Edward Steele's Second Addition to Marysville, Snohomish County, Washington, according to the plat recorded in Volume 5 of plats, page 12, records of Snohomish County, Washington.

Also known as Lot 2 of Boundary Line Adjustment 99-004, recorded under recording number 199906115002.

Commonly known as 1094 Cedar A VE, Marysville, WA 98270.

Ways Home. Paths Forward.





RESOLUTION NO. 2497

AUTHORIZING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF MARYSVILLE AND THE HOUSING AUTHORITY OF SNOHOMISH COUNTY REGARDING OPERATIONS WITHIN THE CITY.

WHEREAS, there exists in Snohomish County an increasing shortage of affordable housing opportunities, and the mission of the Housing Authority of Snohomish County (HASCO) is to expand affordable housing options for people residing within Snohomish County; and

WHEREAS, HASCO seeks to further its mission in part through the preservation of existing affordable housing opportunities in areas with significantly appreciating housing costs; and

WHEREAS, the City of Marysville and the Housing Authority of Snohomish County ("HASCO") are proposing terms of an Interlocal Agreement to allow HASCO to acquire and operate properties within the boundaries of the City for housing authority purposes when they become available for acquisition; and

WHEREAS, the City has not yet activated the housing authority of the City of Marysville pursuant to Chapter 35.82.RCW, RCW 35.82.070(13) provides that a housing authority, such as HASCO, may exercise its powers outside of its area of operation under certain conditions; and

WHEREAS, the City Council has determined that there is a need for HASCO to exercise its powers within the boundaries of the City in connection with such housing authority projects;

NOW BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SNOHOMISH COUNTY THAT:

The Board hereby:

Authorizes the Chief Executive Officer to enter into an Interlocal Agreement (ILA) with the City of Marysville on behalf of the Housing Authority of Snohomish County provided that:

Ways Home. Paths Forward.





1. The City Council of Marysville completes a review of the proposed ILA at its Working Session on April 1, 2024;
2. The City Council of Marysville agrees to add the ILA to its Regular Meeting agenda on April 2, 2024;
3. The City Council of Marysville approves the ILA between the City of Marysville and HASCO at the Regular Meeting on April 2, 2024.

DATED, this 19th day of March, 2024.

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

Maddy Metzger-Utt, Chairperson

**SEAL
ATTEST**

Secretary

Ways Home. Paths Forward.



(425) 290-8499 Phone • (425) 290-5618 Fax
www.hasco.org • 12711 4th Ave West • Everett, WA 98204