



MEETING NOTICE

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

**DATE: Tuesday, April 16, 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 April 16, 2024 Regular Meeting..... **1**
- D. ACTION** on Minutes of the March 19, 2024 Regular Meeting..... **3**
- E. Resolution No. 2498** Authorizing Payment of March 2024 Expenditures **8**

ACTION ITEMS

- F. Resolution No. 2499** Approving a Line of Credit with KeyBank **16**
- G. Resolution No. 2500** Adopting Annual Updates to the Section 8 Housing Choice Voucher Administrative Plan **33**
- H. Resolution No. 2501** Authorizing Revised Utility Allowance Rates for the Section 8 Housing Choice Voucher Program **41**

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- I. **Resolution No. 2502** Ratifying the Purchase and Sale Agreement and Authorizing the Chief Executive Officer to Close on the Acquisition of 7816 218th Street SW and Its Adjacent Vacant Parcel in Edmonds, WA..... **43**
- J. **Resolution No. 2503** Ratifying the Purchase and Sale Agreement and Authorizing the Chief Executive Officer to Close on the Acquisition of 7831 220th Street SW, Edmonds, WA 98206..... **48**

INFORMATION ITEMS

- K. Legal Counsel Report
- L. Commissioners’ Report
- M. Chief Executive Officer Report

ADJOURNMENT

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The Regular Meeting of the Board of Commissioners was convened at 12:00 pm on Tuesday, March 19, 2024 at the Housing Authority of Snohomish County.

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

Staff: Duane Leonard, Chief Executive Officer
Jenisa Story, Chief Operating Officer
Jodie Halsne, Director of Tenant Based Assistance
Pam Frost, Director of Finance
Val Bordes, Assistant Director of Accounting
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 Weikel moved for approval of consent items. Commissioner Alonzo seconded and the motion passed unanimously to adopt the following:

Item B. APPROVE Agenda for the March 19, 2024 Regular Meeting

Item C. ACTION on Minutes of the January 16, 2024 Regular Meeting

Item D. Resolution No. 2491 Authorizing Payment of January and February 2024 Expenditures

ACTION ITEMS

Item E. Resolution No. 2492 Ratifying an Interlocal Agreement with the City of Stanwood

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This resolution ratifies an interlocal agreement between HASCO and the City of Stanwood.

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

Item F. Resolution No. 2493 Approving an Amendment to the Position Classification Plan

This resolution amends the position classification plan to reflect the following position changes: the addition of one Director of Property Management (Range H), two Housing Specialist I's (Range A), and one Portfolio Specialist III (Range C); the reclassification of one Administrative Services Specialist II (Range B) to one Administrative Services Specialist I (Range A), one Development and Acquisitions Specialist (Range D) to one Director of Development (Range H), one Housing Specialist II (Range B) to one Housing Specialist I (Range A), and one Senior Accounting Technician (Range C) to one Accounting Technician (Range B); and the deletion of one Records Program Manager (Range D), and one Senior Community Services Manager (Range G).

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

Item G. Resolution No. 2494 Approving a Contract with the Elos Institute

This resolution approves a contract with the Elos Institute. The Elos Institute will assist with continued community engagement and lead team cohesion projects within HASCO.

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

Item H. Resolution No. 2495 Adopting the Public Agency Housing Plan

This resolution authorizes the Housing Authority of Snohomish County to adopt the one-year update to the Public Agency Plan and directs staff to submit the Plan to the Department of Housing and Urban Development (HUD) by the required due date.

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

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Item I. 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

This resolution approves the purchase and sale agreement of and authorizes the Chief Executive Officer to close on the acquisition of 1094 Cedar Avenue in Marysville.

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

Item J. Resolution No. 2497 Authorizing an Interlocal Agreement Between the City of Marysville and HASCO Regarding Operations Within the City

This resolution authorizes HASCO to enter into an interlocal agreement with the City of Marysville.

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

INFORMATION ITEMS

Item K. – Finance Report

Pam Frost provided the Finance report for the second quarter of Fiscal Year 2024 and introduced Val Bordes, Assistant Director of Accounting, to the Board.

The strong housing market is contributing to a good financial report for the agency. HASCO properties continue to have a low vacancy rate, some with zero vacancies.

Section 8 continues to work on a break-even budget based on previous year's budgets, with housing assistance payment funding for vouchers and administrative fees covering administration costs. The total number of vouchers that HASCO issued including Section 8 and special programs is 3,764.

The HASCO Communities portfolio's operating revenue was right in line with the budget, as were operating expenses. Maintenance expenses were over budget due to laundry and community room cleaning at multiple properties.

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The Fair Market portfolio’s operating revenue was accurately budgeted, while wages and expenses were under budgeted. Water damage at Autumn Chase, the cost of unit turns, and a fire system installed at Carvel caused the maintenance costs to be over budget.

The Manufactured Home parks had operating revenue that was budgeted accurately. Office expenses were over the budgeted amount due to a consultant hired to assess a utility upgrade at Alpine Ridge. A grant will help cover a portion of the costs for the utility improvement.

The Seniors and People with Disabilities portfolio was budgeted accurately in operating revenue and net income. Wages and benefits were under budget due to an unfilled position.

The Local Fund was accurately budgeted in operating expenses, while wages and benefits were under budget due to unfilled positions. Other expenses included deposit assistance, packing supplies, and moving assistance for residents of Pinewood and Timberglen as the properties prepare to close down.

Item H. – Legal Counsel Report

Faith Pettis advised that her team has been working on interlocal agreements with the HASCO Internal Legal Affairs team. She also advised that the novo on 52nd project has successfully transferred back to HASCO’s ownership. In addition, an old tenant’s claim has resurfaced, and Pacifica’s team has started working on it. Her team enjoyed meeting with the Internal Legal Affairs team from HASCO.

Item I. – Commissioners’ Report

The Commissioners had nothing to report.

Item J. – Chief Executive Officer Report

Duane Leonard reported that Inland Development’s general partnership interest in novo on 52nd has closed out and HASCO is now the full owner and general partner. Duane also talked with the Department of Commerce, and they would like to include the project in their Annual Report.

Vaughn Village in Lynnwood continues to be of interest to HASCO and Duane is working with the Kagi family who currently own the property and want to donate a small land parcel. On the

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property is a QFC store and due to the merger with Kroger, the team continues attempting to locate the correct person to sign off on the transfer of property.

Hadley's Acres is a project in Edmonds off of 220th and HASCO has indicated interest in the property previously; however, the team has submitted another letter of interest. The property is 4.4 acres.

With all the projects in process, HASCO will bring a request to establish a line of credit with KeyBank to the Board in the coming months.

Representative Suzan Del Bene visited Westend in Marysville at the end of February as she was interested in seeing tax credit properties. Representative Del Bene met with residents and staff, walked the property, and was very appreciative of the tour. Duane attempted to contact the Mayor of Marysville and the City Council to attend; however, they were unavailable.

EXECUTIVE SESSION

Commissioner Alonzo moved to adjourn into a 15-minute Executive Session to consider the acquisition of real estate or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. Commissioner Weikel seconded, and the motion passed unanimously. The Commissioners went into Executive Session at 1:11 pm.

RECONVENE

Commissioner Weikel moved to reconvene the regular session at 1:26 pm.

ADJOURNMENT

Commissioner Metzger-Utt moved to adjourn the meeting and the meeting was adjourned at 1:27 pm.

Maddy Metzger-Utt, Chairperson

SEAL
ATTEST

Secretary

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**RESOLUTION NO. 2498
AUTHORIZING PAYMENT OF MARCH 2024 EXPENDITURES**

WHEREAS, the Chief Executive Officer has reviewed and approved HASCO expenditures for the month ending March 31, 2024.

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

Payment authorization is approved for March 2024 expenditures as attached.

DATED, this 16th day of April, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

ATTEST:

Secretary

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Housing Authority of Snohomish County

Expenditure Approval

Month(s) Ending: March 2024

***I have reviewed the attached expenditures listing totaling
\$9,153,623.74 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	3/4/2024	\$5,807.05	3/4/2024 Payables	3/7/2024
Autumn Chase	3/6/2024	\$8,847.65	3/6/2024 Payroll	3/7/2024
Autumn Chase	3/11/2024	\$28,457.36	3/11/2024 Payables	3/14/2024
Autumn Chase	3/18/2024	\$26,800.03	3/18/2024 Payables	3/21/2024
Autumn Chase	3/20/2024	\$9,929.37	3/25/2024 Payroll	3/21/2024
Autumn Chase	3/25/2024	\$11,552.34	3/25/2024 Payables	3/28/2024
Autumn Chase Total		\$91,393.80		
Bristol Square	3/4/2024	\$23,592.10	3/4/2024 Payables	3/7/2024
Bristol Square	3/11/2024	\$6,562.72	3/11/2024 Payables	3/14/2024
Bristol Square	3/14/2024	\$6,266.83	3/15/2024 Payroll	3/14/2024
Bristol Square	3/18/2024	\$7,255.88	3/18/2024 Payables	3/21/2024
Bristol Square	3/25/2024	\$4,670.13	3/25/2024 Payables	3/28/2024
Bristol Square	3/27/2024	\$5,734.41	3/29/2024 Payroll	3/28/2024
Bristol Square Total		\$54,082.07		
Carvel	3/4/2024	\$3,456.18	3/4/2024 Payables	3/7/2024
Carvel	3/6/2024	\$14,231.68	3/6/2024 Payroll	3/7/2024
Carvel	3/11/2024	\$48,034.91	3/11/2024 Payables	3/14/2024
Carvel	3/18/2024	\$16,621.29	3/18/2024 Payables	3/21/2024
Carvel	3/20/2024	\$16,570.70	3/25/2024 Payroll	3/21/2024
Carvel	3/25/2024	\$6,617.52	3/25/2024 Payables	3/28/2024
Carvel Total		\$105,532.28		
Ebey Arms	3/4/2024	\$757.12	3/4/2024 Payables	3/7/2024
Ebey Arms	3/6/2024	\$2,806.74	3/6/2024 Payroll	3/7/2024
Ebey Arms	3/11/2024	\$7,556.25	3/11/2024 Payables	3/14/2024
Ebey Arms	3/18/2024	\$2,788.04	3/18/2024 Payables	3/21/2024
Ebey Arms	3/20/2024	\$3,244.45	3/25/2024 Payroll	3/21/2024
Ebey Arms	3/25/2024	\$17.50	3/25/2024 Payables	3/28/2024
Ebey Arms Total		\$17,170.10		
Edmonds Highlands	3/4/2024	\$514.05	3/4/2024 Payables	3/7/2024
Edmonds Highlands	3/6/2024	\$6,208.71	3/6/2024 Payroll	3/7/2024
Edmonds Highlands	3/11/2024	\$16,981.16	3/11/2024 Payables	3/14/2024
Edmonds Highlands	3/18/2024	\$15,686.85	3/18/2024 Payables	3/21/2024
Edmonds Highlands	3/20/2024	\$6,279.39	3/25/2024 Payroll	3/21/2024
Edmonds Highlands	3/25/2024	\$1,772.03	3/25/2024 Payables	3/28/2024
Edmonds Highlands Total		\$47,442.19		
Madison Park	3/4/2024	\$3,606.18	3/4/2024 Payables	3/7/2024
Madison Park	3/6/2024	\$10,535.69	3/6/2024 Payroll	3/7/2024
Madison Park	3/11/2024	\$30,408.92	3/11/2024 Payables	3/14/2024
Madison Park	3/18/2024	\$9,478.18	3/18/2024 Payables	3/21/2024
Madison Park	3/20/2024	\$11,570.99	3/25/2024 Payroll	3/21/2024
Madison Park	3/25/2024	\$11,242.71	3/25/2024 Payables	3/28/2024
Madison Park Total		\$76,842.67		
Millwood Estates	3/4/2024	\$9,001.30	3/4/2024 Payables	3/7/2024
Millwood Estates	3/11/2024	\$89,611.90	3/11/2024 Payables	3/14/2024
Millwood Estates	3/14/2024	\$18,347.40	3/15/2024 Payroll	3/14/2024
Millwood Estates	3/18/2024	\$51,455.21	3/18/2024 Payables	3/21/2024
Millwood Estates	3/25/2024	\$29,499.17	3/25/2024 Payables	3/28/2024
Millwood Estates	3/27/2024	\$17,217.18	3/29/2024 Payroll	3/28/2024
Millwood Estates Total		\$215,132.16		
Olympic View	3/4/2024	\$115.00	3/4/2024 Payables	3/7/2024
Olympic View	3/11/2024	\$8,374.54	3/11/2024 Payables	3/14/2024
Olympic View	3/14/2024	\$3,137.87	3/15/2024 Payroll	3/14/2024
Olympic View	3/18/2024	\$2,353.95	3/18/2024 Payables	3/21/2024

Property Name	Date	Amount	Description	Date wired
Olympic View	3/25/2024	\$11,254.46	3/25/2024 Payables	3/28/2024
Olympic View	3/27/2024	\$3,211.28	3/29/2024 Payroll	3/28/2024
Olympic View Total		\$28,447.10		
Raintree Village	3/4/2024	\$13,724.07	3/4/2024 Payables	3/7/2024
Raintree Village	3/11/2024	\$21,030.35	3/11/2024 Payables	3/14/2024
Raintree Village	3/14/2024	\$6,340.55	3/15/2024 Payroll	3/14/2024
Raintree Village	3/18/2024	\$4,090.12	3/18/2024 Payables	3/21/2024
Raintree Village	3/25/2024	\$5,349.80	3/25/2024 Payables	3/28/2024
Raintree Village	3/27/2024	\$6,716.19	3/29/2024 Payroll	3/28/2024
Raintree Village Total		\$57,251.08		
Sound View	3/4/2024	\$210.68	3/4/2024 Payables	3/7/2024
Sound View	3/11/2024	\$5,916.78	3/11/2024 Payables	3/14/2024
Sound View	3/14/2024	\$3,153.34	3/15/2024 Payroll	3/14/2024
Sound View	3/18/2024	\$2,669.85	3/18/2024 Payables	3/21/2024
Sound View	3/25/2024	\$8,339.20	3/25/2024 Payables	3/28/2024
Sound View	3/27/2024	\$3,224.68	3/29/2024 Payroll	3/28/2024
Sound View Total		\$23,514.53		
Valley Commons	3/4/2024	\$8,696.97	3/4/2024 Payables	3/7/2024
Valley Commons	3/6/2024	\$2,362.91	3/6/2024 Payroll	3/7/2024
Valley Commons	3/11/2024	\$33,374.02	3/11/2024 Payables	3/14/2024
Valley Commons	3/18/2024	\$12,652.69	3/18/2024 Payables	3/21/2024
Valley Commons	3/20/2024	\$2,495.98	3/25/2024 Payroll	3/21/2024
Valley Commons	3/25/2024	\$698.03	3/25/2024 Payables	3/28/2024
Valley Commons Total		\$60,280.60		
Westend II	3/4/2024	\$3,056.39	3/4/2024 Payables	3/7/2024
Westend II	3/6/2024	\$1,254.01	3/6/2024 Payroll	3/7/2024
Westend II	3/11/2024	\$2,777.72	3/11/2024 Payables	3/14/2024
Westend II	3/18/2024	\$1,393.43	3/18/2024 Payables	3/21/2024
Westend II	3/20/2024	\$1,540.76	3/25/2024 Payroll	3/21/2024
Westend II	3/25/2024	\$6,087.93	3/25/2024 Payables	3/28/2024
Westend II Total		\$16,110.24		
Grand Total		\$793,198.82		

ItemDate	PayeeName	CheckNumber	ItemAmount
3/1/2024	Beneficial State Bank		(22,224.57)
3/1/2024	Banner Bank		(4,624.31)
3/1/2024	Berkadia		(45,456.83)
3/1/2024	Colliers		(45,685.76)
3/1/2024	Beneficial State Bank		(34,379.96)
3/1/2024	Banner Bank		(19,971.57)
3/1/2024	5 Star Services Inc		(6,500.00)
3/1/2024	American Family Life Assurance Company	726201	(1,464.10)
3/1/2024	Christopher Bogdan		(122.07)
3/1/2024	City of Lynnwood	726202	(31,826.25)
3/1/2024	Comcast Cable Communications Inc	726203	(2,411.45)
3/1/2024	Databar Inc	726204	(333.75)
3/1/2024	Edmonds Highlands Apartments	726205	(150.00)
3/1/2024	HD Supply Facilities Maintenance LTD	726206	(1,854.90)
3/1/2024	Housing Authorities Risk Retention Pool	726207	(29.00)
3/1/2024	Joshua K McStott	726208	(12,255.00)
3/1/2024	Judd & Black	726209	(733.10)
3/1/2024	Language Line Services Inc	726210	(443.16)
3/1/2024	Les Schwab Warehouse Center Inc	726211	(25.97)
3/1/2024	Mark Papritz		(233.56)
3/1/2024	Nicholas James Taylor	726212	(44.00)
3/1/2024	Northwest Computer Support Inc		(630.00)
3/1/2024	PUD No 1 of Snohomish County	726213	(9,391.73)
3/1/2024	PUD No. 1 of Snohomish County		(27.00)
3/1/2024	Refinishing Solutions LLC	726214	(1,590.00)
3/1/2024	Rentokil North America Inc	726215	(221.75)
3/1/2024	State of Washington		(10,191.75)
3/1/2024	Tamra Close		(54.13)
3/1/2024	Technology Unlimited Inc	726216	(3,700.00)
3/1/2024	Total Landscape Corporation	726217	(20,503.92)
3/1/2024	U S Bank	726218	(40.00)
3/1/2024	U S Bank	726219	(1,425.00)
3/1/2024	USDA		(4,167.51)
3/1/2024	Wave Broadband	726220	(739.50)
3/1/2024	West Publishing Corporation	726221	(549.19)
3/1/2024	Wex Bank		(4,254.00)
3/1/2024	Woodridge Construction LLC	726222	(5,985.00)
3/5/2024	KeyBank National Association		(20,468.58)
3/7/2024	Bank of America		(102,129.00)
3/7/2024	Bank of America		(110,773.00)
3/7/2024	ppe 02Mar24 pd 08Mar24		(80,037.26)
3/7/2024	ppe 02Mar24 pd 08Mar24		(214,918.25)
3/8/2024	JP Morgan Chase		(43,796.85)
3/8/2024	ADP Inc		(2,224.19)
3/8/2024	Affordable Renovations Inc	726224	(5,645.00)
3/8/2024	Angela Seay		(116.78)
3/8/2024	Carahsoft Technology Corporation	726225	(14.99)
3/8/2024	Cintas Corporation No 2	726226	(313.70)
3/8/2024	Comcast Cable Communications Inc	726227	(1,527.69)
3/8/2024	Department of Retirement Systems		(51,744.57)
3/8/2024	Edmonds Highlands Apartments	12	726228 (400.00)

ItemDate	PayeeName	CheckNumber	ItemAmount
3/8/2024	Fidalgo Paving & Construction LLC	726229	(6,502.00)
3/8/2024	Granite Telecommunications LLC	726230	(921.02)
3/8/2024	HD Supply Facilities Maintenance LTD	726231	(5,827.58)
3/8/2024	Janja Jasika	726232	(1,650.00)
3/8/2024	Kimberly June Moritz	726233	(2,750.00)
3/8/2024	Millwood Estates	726234	(400.00)
3/8/2024	Mission Square Retirement		(1,444.82)
3/8/2024	MJK Mietzner Properties LLC	726235	(3,000.00)
3/8/2024	New Life Flooring Inc	726236	(6,365.45)
3/8/2024	Northwest Computer Support Inc		(105.00)
3/8/2024	Pitney Bowes Inc	726237	(341.39)
3/8/2024	PUD No 1 of Snohomish County	726238	(1,925.13)
3/8/2024	Puget Sound Energy	726239	(221.15)
3/8/2024	Refinishing Solutions LLC	726240	(990.00)
3/8/2024	Rentokil North America Inc	726241	(243.00)
3/8/2024	Rexel Inc	726242	(452.90)
3/8/2024	Snohomish County	726243	(191.00)
3/8/2024	Snohomish County Treasurer	726244	(39,503.41)
3/8/2024	State Auditors Office	726245	(31,424.62)
3/8/2024	State of Washington		(5,093.75)
3/8/2024	Sterling Johnston & Associates	726246	(3,795.00)
3/8/2024	Team Car Care LLC	726247	(354.05)
3/8/2024	The Sherwin-Williams Company	726248	(26.44)
3/8/2024	Washington Alarm	726249	(1,039.50)
3/8/2024	Washington State Health Care Authority	726250	(127,639.06)
3/8/2024	Washington State Support Registry		(396.33)
3/8/2024	Waste Management - Northwest	726251	(17,815.67)
3/8/2024	Woodburn Company		(670.35)
3/8/2024	Woodridge Construction LLC	726252	(9,280.91)
3/11/2024	Donna Lynne Johnson	726253	(552.00)
3/15/2024	Advantage Building Services	726254	(249.52)
3/15/2024	Affordable Renovations Inc	726255	(12,450.00)
3/15/2024	All Clear Screening LLC	726256	(132.00)
3/15/2024	Alliance Technologies LLC	726257	(5,100.00)
3/15/2024	Answerline Communications Inc	726258	(235.00)
3/15/2024	Bobby Simpson		(498.22)
3/15/2024	Brimstone Fire Safety Mgmt LLC	726259	(350.00)
3/15/2024	CBS Reporting Inc	726260	(115.00)
3/15/2024	Cellco Partnership	726261	(1,716.24)
3/15/2024	Chad Hansen		(87.37)
3/15/2024	Cintas Corporation No 2	726262	(156.85)
3/15/2024	City of Arlington	726263	(3,871.78)
3/15/2024	City of Snohomish	726264	(2,037.93)
3/15/2024	Comcast Cable Communications Inc	726265	(304.69)
3/15/2024	Dalco Inc	726266	(503.96)
3/15/2024	Databar Inc	726267	(310.00)
3/15/2024	ELTEC Systems LLC	726268	(215.40)
3/15/2024	Emphasys Computer Solutions	726269	(716.00)
3/15/2024	Gerald R Christin Jr		(4,375.00)
3/15/2024	HD Supply Facilities Maintenance LTD	726270	(1,941.73)
3/15/2024	Impact Rental Property Management	726271	(3,700.00)

ItemDate	PayeeName	CheckNumber	ItemAmount
3/15/2024	Jenisa Story		(123.73)
3/15/2024	Judd & Black	726272	(733.10)
3/15/2024	Lake Stevens Sewer District	726273	(10,098.00)
3/15/2024	Liz Dickson	726274	(8,275.00)
3/15/2024	Mark Papritz		(1,357.84)
3/15/2024	New Life Flooring Inc	726275	(1,829.26)
3/15/2024	Northwest Fiber LLC	726276	(708.89)
3/15/2024	Pacifica Law Group LLP	726277	(2,414.75)
3/15/2024	PUD No 1 of Snohomish County	726278	(4,859.09)
3/15/2024	Puget Sound Energy	726279	(193.92)
3/15/2024	Rentokil North America Inc	726280	(84.00)
3/15/2024	Republic Services Inc	726281	(1,910.71)
3/15/2024	Silver Lake Water & Sewer District	726282	(6,238.75)
3/15/2024	Sound Security Inc	726283	(465.15)
3/15/2024	The Sherwin-Williams Company	726284	(65.65)
3/15/2024	West Publishing Corporation	726285	(549.24)
3/15/2024	YWCA	726286	(2,523.00)
3/18/2024	Christine M Parry	726287	(150.00)
3/18/2024	Gabriela Villanueva-Santacruz	726288	(150.00)
3/18/2024	Gilbert Mendez	726289	(250.00)
3/18/2024	Hasnat A Saood	726290	(179.00)
3/18/2024	Tigest G. Orsango	726291	(39.00)
3/18/2024	Tyler Brender	726292	(150.00)
3/21/2024	ppe 16Mar24 pd 22Mar24		(216,410.86)
3/21/2024	ppe 16Mar24 pd 22Mar24		(79,424.49)
3/22/2024	Alderbrooke Investments LLC	726293	(600.00)
3/22/2024	Brimstone Fire Safety Mgmt LLC	726294	(730.00)
3/22/2024	Cintas Corporation No 2	726295	(156.85)
3/22/2024	City of Lynnwood	726296	(5,079.06)
3/22/2024	Comcast Cable Communications Inc	726297	(650.31)
3/22/2024	Department of Retirement Systems		(51,994.79)
3/22/2024	Federal Express	726298	(72.97)
3/22/2024	Hasnat A Saood	726299	(282.26)
3/22/2024	HD Supply Facilities Maintenance LTD	726300	(935.58)
3/22/2024	Housing Insurance Services Inc	726301	(177,358.00)
3/22/2024	Joshua K McStott	726302	(9,106.00)
3/22/2024	King County Clerk of Courts	726303	(1,908.35)
3/22/2024	Kum Sun Willott	726304	(2,000.00)
3/22/2024	Language Line Services Inc	726305	(743.13)
3/22/2024	Mission Square Retirement		(1,444.82)
3/22/2024	Northwest Computer Support Inc		(2,414.00)
3/22/2024	Online Information Services	726306	(145.54)
3/22/2024	Pitney Bowes Inc		(2,000.00)
3/22/2024	PUD No 1 of Snohomish County	726307	(6,903.58)
3/22/2024	Puget Sound Energy	726308	(101.52)
3/22/2024	Rentokil North America Inc	726309	(324.00)
3/22/2024	Snohomish County	726310	(2,031.48)
3/22/2024	Snohomish County Treasurer	726311	(3,026.04)
3/22/2024	Sound Security Inc	726312	(40.00)
3/22/2024	Steven Pillitu	726313	(550.00)
3/22/2024	Tigest G. Orsango	726314	(772.00)

ItemDate	PayeeName	CheckNumber	ItemAmount
3/22/2024	Troy Delaney		(65.00)
3/22/2024	U S Bank	726315	(40.00)
3/22/2024	Washington State Support Registry		(371.34)
3/22/2024	Wave Broadband	726316	(1,694.52)
3/29/2024	ADT US Holdings Inc	726317	(117.78)
3/29/2024	Anixter Inc	726318	(163.13)
3/29/2024	Answerline Communications Inc	726319	(320.00)
3/29/2024	Brimstone Fire Safety Mgmt LLC	726320	(350.00)
3/29/2024	Ciani & Hatch Engineering PLLC	726321	(27,430.93)
3/29/2024	Cintas Corporation No 2	726322	(156.85)
3/29/2024	City of Marysville	726323	(7,063.00)
3/29/2024	Clearview Glass Company Inc	726324	(150.00)
3/29/2024	Comcast Cable Communications Inc	726325	(2,308.23)
3/29/2024	Daily Journal Of Commerce Inc	726326	(321.90)
3/29/2024	Databar Inc	726327	(130.36)
3/29/2024	Environmental Systems Research Institute Inc	726328	(460.00)
3/29/2024	Environmental Works	726329	(22,008.85)
3/29/2024	FileVision USA LLC		(2,400.00)
3/29/2024	Gerald R Christin Jr		(375.00)
3/29/2024	GSoft Technologies Inc	726330	(5,995.00)
3/29/2024	Hasnat A Saood	726331	(35.00)
3/29/2024	HD Supply Facilities Maintenance LTD	726332	(1,257.43)
3/29/2024	Housing Authority of Snohomish County	726333	(170.00)
3/29/2024	Jades Jet City Carpet Cleaning Inc	726334	(150.00)
3/29/2024	KnowBe4 Inc	726335	(249.68)
3/29/2024	Mark Papritz		(127.03)
3/29/2024	New Life Flooring Inc	726336	(6,793.38)
3/29/2024	Pacific Northwest Regional Council	726337	(1,154.40)
3/29/2024	Pitney Bowes Inc	726338	(240.25)
3/29/2024	PUD No 1 of Snohomish County	726339	(3,548.01)
3/29/2024	Puget Sound Energy	726340	(42.46)
3/29/2024	Refinishing Solutions LLC	726341	(1,350.00)
3/29/2024	Rentokil North America Inc	726342	(224.00)
3/29/2024	Sierra Anderson		(66.06)
3/29/2024	Snohomish County	726343	(278.00)
3/29/2024	Sound Pruning LLC	726344	(5,080.00)
3/29/2024	Sound Publishing Inc	726345	(749.00)
3/29/2024	State Auditors Office	726346	(18,571.22)
3/29/2024	Steel Bison Security LLC	726347	(2,320.50)
3/29/2024	Team Car Care LLC	726348	(109.82)
3/29/2024	The Nelrod Company	726349	(1,740.00)
3/29/2024	The Sherwin-Williams Company	726350	(346.02)
3/29/2024	Total Landscape Corporation	726351	(19,433.92)
3/29/2024	Washington Alarm	726352	(277.50)
3/29/2024	Wex Bank		(4,464.13)
	Total		(1,989,591.28)
	Total HAP/UAP Payments		(6,370,833.64)
	Total Wires to Property Managers		(793,198.82)
	Total Payments		<u>\$ (9,153,623.74)</u>

HOUSING AUTHORITY OF SNOHOMISH COUNTY

RESOLUTION NO. 2499

A RESOLUTION of the Board of Commissioners of the Housing Authority of Snohomish County providing for the issuance of the Authority's Taxable Line of Credit Revenue Note, Series 2024, and the Authority's Tax-Exempt Line of Credit Revenue Note, Series 2024, in the aggregate principal amount of not to exceed \$30,000,000 at any one time outstanding, the proceeds of which will be used to finance or refinance the acquisition, construction, rehabilitation, and equipping of real estate, housing, and related improvements and facilities, to pay costs of issuing the notes, and for other corporate purposes of the Authority; authorizing the execution of the notes; creating a note fund; approving the sale and providing for the delivery of the notes to KeyBank National Association; authorizing the payment of a structuring fee to KeyBanc Capital Markets Inc.; authorizing and directing appropriate officers of the Authority to negotiate, execute and deliver such other documents as are useful or necessary to the purposes of this resolution; and determining related matters.

ADOPTED APRIL 16, 2024

HOUSING AUTHORITY OF SNOHOMISH COUNTY

RESOLUTION NO. 2499

A RESOLUTION of the Board of Commissioners of the Housing Authority of Snohomish County providing for the issuance of the Authority’s Taxable Line of Credit Revenue Note, Series 2024, and the Authority’s Tax-Exempt Line of Credit Revenue Note, Series 2024, in the aggregate principal amount of not to exceed \$30,000,000 at any one time outstanding, the proceeds of which will be used to finance or refinance the acquisition, construction, rehabilitation, and equipping of real estate, housing, and related improvements and facilities, to pay costs of issuing the notes, and for other corporate purposes of the Authority; authorizing the execution of the notes; creating a note fund; approving the sale and providing for the delivery of the notes to KeyBank National Association; authorizing the payment of a structuring fee to KeyBanc Capital Markets Inc.; authorizing and directing appropriate officers of the Authority to negotiate, execute and deliver such other documents as are useful or necessary to the purposes of this resolution; and determining related matters.

WHEREAS, the Housing Authority of the Snohomish County (the “Authority”) seeks to encourage the provision of housing for low-income persons residing within Snohomish County, Washington; and

WHEREAS, RCW 35.82.070(2) provides that a housing authority may acquire and provide for the construction, reconstruction, improvement, alteration or repair of housing projects; and

WHEREAS, RCW 35.82.020 defines “housing project” to include, among other things, “any work or undertaking . . . to provide decent, safe and sanitary urban or rural dwellings, apartments, mobile home parks, or other living accommodations for persons of low income” and provides that the term “housing project” may be applied to the “acquisition of property, the demolition of existing structures, the construction, reconstruction, alteration and repair of the improvements and all other work in connection therewith”;

WHEREAS, RCW 35.82.020(11) and 35.82.130 together provide that a housing authority may issue bonds, notes or other obligations for any of its corporate purposes; and

WHEREAS, RCW 35.82.070(1) permits a housing authority to “make and execute contracts and other instruments . . . necessary or convenient to the exercise of the powers of the authority”; and

WHEREAS, RCW 35.82.040 authorizes the Authority to “delegate to one or more of its agents or employees such powers or duties as it may deem proper”; and

WHEREAS, the Board of Commissioners of the Authority has determined that it is necessary and advisable and in the best interest of the Authority to borrow money to finance and/or refinance the acquisition, construction, rehabilitation, and equipping of real estate, housing, and related improvements and facilities, to provide financing for general corporate purposes and operating needs of the Authority, and/or to pay costs of issuing the Notes (as hereinafter defined); and

WHEREAS, KeyBank National Association (the “Bank”) has proposed to extend a revolving taxable line of credit and a non-revolving tax-exempt line of credit, evidenced by line of credit notes of the Authority on the terms set forth in this resolution to provide money for those purposes;

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

Section 1. Definitions. As used in this resolution, the following terms have the following meanings:

“Act” means chapter 35.82 of the Revised Code of Washington.

“Authority” means the Housing Authority of Snohomish County, a public body corporate and politic duly organized and existing under and by virtue of the laws of the State of Washington.

“Authorized Officers” means each of the Authority’s Chief Executive Officer and Director of Finance.

“Bank” or “Purchaser” means KeyBank National Association, or its successor and assign, as Registered Owner of the Notes.

“Board” means the Board of Commissioners of the Authority.

“Bond Counsel” means Pacifica Law Group LLP or an attorney at law or a firm of attorneys selected by the Authority of nationally recognized standing in matters pertaining to the tax-exempt nature of interest on bonds issued by states and their political subdivisions.

“Business Day” shall have the meaning given in the Continuing Covenant Agreement.

“Code” means the Internal Revenue Code of 1986, as amended.

“Continuing Covenant Agreement” means a Continuing Covenant and Note Purchase Agreement to be entered into between the Authority and the Bank with respect to the Notes, as it may be amended in accordance with its terms.

“Determination of Taxability” shall have the meaning ascribed thereto in the Continuing Covenant Agreement.

“Draws” means incremental draws upon either of the Notes.

“Event of Default” shall have the meaning given thereto in the Continuing Covenant Agreement.

“Fiscal Year” means each fiscal year of the Authority commencing July 1 and ending June 30.

“General Revenues” means all revenues of the Authority from any source, but only to the extent that those revenues are available to pay debt service on the Notes and are not now or hereafter pledged or restricted, by law, regulation, contract, covenant, resolution, deed of trust or otherwise (including restrictions relating to funds made available to the Authority under the U.S. Housing Act of 1937), solely to another particular purpose.

“Interest Payment Date” means the first Business Day of each calendar month, commencing with the calendar month immediately following the month in which the issuance and delivery of the Notes occurs, and the Termination Date.

“Maximum Interest Rate” means the maximum rate of interest, if any, on the relevant obligation permitted by applicable law.

“Negative Pledge Agreement” means a Negative Pledge Agreement to be entered into between the Authority and the Bank with respect to the Notes, as it may be amended in accordance with its terms.

“Note” means either the Taxable Note or the Tax-Exempt Note.

“Notes” means the Taxable Note and the Tax-Exempt Note.

“Note Fund” means the Authority’s Line of Credit Revenue Note Fund (Taxable and Tax-Exempt), Series 2024, created by this resolution for the purpose of paying principal of and interest and any breakage fee or prepayment penalty on the Notes.

“Note Register” means the books or records maintained by the Note Registrar containing the name and mailing address of the Registered Owner of the Notes.

“Note Registrar” means the Chief Executive Officer of the Authority.

“Project” means (1) the acquisition, construction, rehabilitation, and equipping of real estate, housing, and related improvements and facilities, (2) general corporate purposes and operating needs of the Authority, (3) accrued interest on Draws on the Note, and (4) costs of issuing the Notes.

“Proposal Letter” means the proposal letter to the Authority from the Bank dated April 9, 2024, setting forth certain terms under which the Bank may purchase the Notes, as it may be amended and supplemented, and any commitment letter issued pursuant or supplemental thereto.

“Registered Owner” means the registered owner of the Notes, registered as such on the registration books maintained by the Note Registrar.

“State” means the State of Washington.

“Taxable Note” means the Authority’s Taxable Line of Credit Revenue Note, Series 2024.

“Taxable Rate” shall have the meaning given in the Continuing Covenant Agreement.

“Tax-Exempt Note” means the Authority’s Tax-Exempt Line of Credit Revenue Note, Series 2024.

“Tax-Exempt Rate” shall have the meaning given in the Continuing Covenant Agreement.

“Tax-Exempt Project” means costs of the acquisition, construction, rehabilitation, and equipping of real estate, housing, and related improvements and facilities, in each case of a type properly chargeable (or chargeable upon proper election) to a capital account under general federal income tax principles, and costs of issuing the Tax-Exempt Note. Unless the Authority has received written confirmation from Bond Counsel to the effect that use of proceeds of Draws on the Tax-Exempt Note for such purpose will not cause interest on Draws on the Tax-Exempt Note to be included in gross income for federal income tax purposes, “Tax-Exempt Project” specifically excludes (i) the making of loans to non-governmental entities, (ii) the financing of any real estate, housing, improvement, or other facility to be used in the trade or business of a non-governmental entity, (iii) working capital expenditures including, without limitation, expenditures for current operating expenses, (iv) accrued interest on Draws on the Notes, *other than* interest accrued on Draws on the Tax-Exempt Note used to finance the housing, related improvements, or facilities, during such time as such housing, improvement, or other facility financed with such Draws is under rehabilitation or construction and is not yet placed in service, and (v) costs to be reimbursed to the Authority, unless such costs were paid no earlier than 60 days prior the date of the Draw, or for costs incurred prior to

that date to the extent such costs represent “preliminary expenditures” or are the subject of an “official declaration of intent to reimburse” as described in the federal regulations under Section 147(f) of the Code.

“Term SOFR Index Reset Date” shall have the meaning given in the Continuing Covenant Agreement.

“Termination Date” shall have the meaning given in the Continuing Covenant Agreement.

Section 2. Authorization of the Note. For the purpose of providing funds with which to finance and/or refinance the costs of the Project, the Authority may borrow money from time to time pursuant to a line of credit extended by the Bank under the terms of this resolution and the Proposal Letter, and shall issue the Notes in the combined principal amount of not to exceed \$30,000,000 at any one time outstanding. Such Note financing is declared and determined to be important for the feasibility of the Project. The Board finds that it is in the best interest of the Authority to issue the Notes for the purposes set forth in this resolution.

Section 3. Description of the Notes. The Taxable Note shall be called the Authority’s “Taxable Line of Credit Revenue Note, Series 2024”; shall be in an aggregate principal amount of not to exceed \$30,000,000 at any one time outstanding; shall be dated its date of delivery; and shall have an initial maturity date of not more than one year from its date of issue. Each Draw on the Taxable Note shall bear interest at the lesser of (1) the Maximum Interest Rate and (2) the Taxable Rate, subject to adjustment upon default as described below and as further set forth in the Continuing Covenant Agreement and the Taxable Note. The Authority finds that fixing the interest rate formula for the Taxable Note as described herein and therein is in the best interest of the Authority.

The Tax-Exempt Note shall be called the Authority's "Tax-Exempt Line of Credit Revenue Note, Series 2024"; shall be in a principal amount of not to exceed \$30,000,000; shall be dated its date of delivery; and shall have an initial maturity date of not more than one year from its date of issue. Each Draw on the Tax-Exempt Note shall bear interest at the lesser of (1) the Maximum Interest Rate and (2) the Tax-Exempt Rate, subject to adjustment upon default or a Determination of Taxability as described below and as further set forth in the Continuing Covenant Agreement and the Tax-Exempt Note. The Authority finds that fixing the interest rate formula for the Tax-Exempt Note as described herein and therein is in the best interest of the Authority.

Interest on each Draw on the Notes shall accrue from the date of that Draw and shall be computed on the principal amount of the Draw outstanding, calculated on the basis of a 360-day year of twelve 30-day months. Accrued but unpaid interest on the Notes shall be due and payable on each Interest Payment Date. Interest due and payable on the Notes shall be equal to the amount accrued to, but excluding, the related Interest Payment Date. All outstanding principal of Draws on the Notes shall be due and payable on the Termination Date. If the payment date for the principal of or interest on the Notes is a day other than a Business Day, the date for payment thereof shall be extended, without penalty, to the next succeeding Business Day, and such extended period of time shall be included in the computation of interest; provided, however, the payment of interest on the Notes on such extended date shall have the same force and effect as if made on the original payment date. The Notes and the Continuing Covenant Agreement shall have such other provisions consistent with the purposes of this resolution as are set forth therein. The Authorized Officers, and each of them acting alone, are authorized to determine and approve the final terms of the Notes. The execution or authentication of the Notes and the Continuing Covenant Agreement by

an Authorized Officer shall be conclusive evidence of approval of the terms of the Notes as set forth therein.

If the Notes are not paid when properly presented at their maturity date, the Authority shall be obligated to pay interest on the Notes at the then-applicable default rate from and after the maturity date until the Notes, both principal and interest, are paid in full.

The Continuing Covenant Agreement shall provide certain remedies and options available upon the occurrence of a Determination of Taxability, including the option of the Authority to convert the interest rate on the Tax-Exempt Note to the Taxable Rate.

At the election of the Bank, the interest rate on the Notes will increase by 400 basis points (4.00%) above the then otherwise applicable rate during the continuance of an Event of Default, and the interest rate of the Tax-Exempt Note will be adjusted upon a Determination of Taxability, as set forth in the Tax-Exempt Note and the Continuing Covenant Agreement. Further, if an Event of Default occurs then, at the option of the Bank, the principal of and interest on the Notes shall become immediately due and payable, and the Bank shall be entitled to exercise the rights and remedies available to the Bank under the Continuing Covenant Agreement.

Section 4. Draws on the Notes. The Board authorizes the Authorized Officers, and each of them acting alone, as authorized signors for the Authority, to make Draws on either Note. The Authority may make Draws upon either Note in any amounts on any Business Day during the terms of the applicable Note for the purposes identified above, subject to the terms of the Continuing Covenant Agreement and the Notes, except that Draws on the Tax-Exempt Note shall be made only to pay costs of the Tax-Exempt Project. No Draw may exceed the total amount of the costs to be paid (or refinanced) from such Draw, and the proceeds of each Draw shall be used promptly to pay (or refinance) those costs, or to reimburse the Authority for such costs paid by the

Authority. Draws shall be recorded in such form as the Authority and the Bank may agree. Draws on the Notes shall be limited to an aggregate amount of \$30,000,000 outstanding at any one time, and Draws on the Taxable Note that have been prepaid may be re-borrowed, subject to the above limitation on the aggregate outstanding amount.

Section 5. Optional Prepayment of the Notes. The Authority may prepay any Draw, in whole or in part, on any Business Day, provided any prior written notice required by the Continuing Covenant Agreement is given by the Authority to the Bank. Any prepayment on a Term SOFR Index Reset Date shall be at a prepayment price equal to par plus accrued interest. Any prepayment on a day other than a Term SOFR Index Reset Date shall be a prepayment price equal to par plus accrued interest and may, at the option of the Bank, be subject to a breakage fee or prepayment penalty to be calculated by the Bank. If the Bank requests such a breakage fee or prepayment penalty, as applicable, it shall provide to the Authority a certificate setting forth the computation of the loss, cost, or expense giving rise to the request for such a breakage fee or prepayment penalty, as applicable, in reasonable detail and such certificate shall be conclusive if reasonably determined. Interest on the portion of a Note prepaid shall cease to accrue on the date of prepayment. In the event of prepayment in whole of a Note prior to the Termination Date, such Note shall be deemed to remain outstanding for subsequent Draws absent a written notice to the Bank by the Authority that such Note is no longer outstanding and available for further Draws.

Section 6. Note Registrar; Registration and Transfer of the Notes. The Notes shall be issued only in registered form as to both principal and interest and recorded on the books and records maintained for the Notes by the Note Registrar. The Note Registrar shall keep, or cause to be kept, at the Note Registrar's office in Everett, Washington, the Note Register, which shall contain the name and mailing address of the Registered Owner of the Notes. The Note Registrar

is authorized, on behalf of the Authority, to authenticate and deliver the Notes in accordance with the provisions of the Notes and this resolution, to serve as the Authority's paying agent for the Notes and to carry out all of the Note Registrar's powers and duties under this resolution.

The Notes may not be assigned or transferred by the Bank without the Authority's consent, except that the Bank may assign or transfer the Notes to any successor to the business and assets of the Bank, and if an Event of Default has occurred and is continuing, the Bank may assign or transfer the Notes to any "qualified institutional buyer," as that term is defined in Rule 144A promulgated under the Securities Act of 1933, as amended, in each case upon completion and delivery to the Authority of the assignment form and certificate of transferee attached to the Notes. The Note Registrar shall not be obligated to exchange or transfer the Notes during the five days preceding any payment date, prepayment date, or the Termination Date.

Section 7. Place, Manner and Medium of Payment. Both principal of and interest on the Notes shall be payable in lawful money of the United States of America and shall be paid by wire or check mailed to arrive on or before each payment date, or in immediately available funds delivered on or before each payment date, to the Registered Owner of each Note at the address appearing on the Note Register on the date payment is mailed or delivered. Upon the final payment of principal of and interest on a Note, the Registered Owner shall surrender the Note at the principal office of the Note Registrar, for destruction or cancellation in accordance with law.

Section 8. Note Fund; Security for the Notes. The Note Fund is hereby established as a special fund of the Authority and is designated the Authority's Line of Credit Revenue Note Fund (Taxable and Tax-Exempt), Series 2024. The Note Fund shall be drawn upon for the sole purpose of paying the principal of and interest and any breakage fee or prepayment penalty on the Notes. The Authority pledges to deposit General Revenues into the Note Fund in amounts

sufficient to pay the principal of and interest and any applicable breakage fee or prepayment penalty on the Notes when due. This pledge of General Revenues shall be valid and binding from the time when it is made. The General Revenues so pledged and thereafter received by the Authority shall immediately be subject to the lien of the pledge without any physical delivery thereof or further action, and the lien of such pledge shall be valid and binding as against all parties having claims of any kind in tort, contract, or otherwise against the Authority, irrespective of whether the parties have notice thereof.

The Authority reserves without limitation the right to issue other obligations, the principal of and interest on which are to be paid from the General Revenues on parity with payments on the Notes. At its option, the Authority may pledge any portion of the General Revenues to the payment of other obligations of the Authority, such payments to have priority over the payments to be made on the Notes with respect to that portion of the General Revenues so pledged. Except as otherwise provided in the Continuing Covenant Agreement, the Authority may not assign, transfer, convey, pledge or encumber the property constituting the Project financed with Draws on the Notes, or associated leases, rents, furniture, and fixtures, without the prior written consent of the Bank.

The Notes shall not be a debt of Snohomish County, the State or any political subdivision thereof (except the Authority from the source specified herein), and the Notes shall so state on their face. Neither Snohomish County, the State nor any political subdivision thereof (except the Authority from the source specified herein) shall be liable for payment of the Notes nor in any event shall principal of and interest on the Notes be payable out of any funds other than the Note Fund of the Authority established herein. The owner of the Notes shall not have recourse to any other fund of the Authority other than the Note Fund, or to any other receipts, revenues or properties of the Authority other than as described herein and in the Notes. The Authority has no taxing power.

Neither the Authority (except to the extent of the pledge of its General Revenues) nor any of the Commissioners, officers or employees of the Authority shall be personally liable for the payment of the Notes.

Section 9. Lost, Stolen or Destroyed Note. In case either Note shall be lost, stolen or destroyed after delivery to the Registered Owner, the Note Registrar may execute and deliver a new Note of like series, date and tenor to the Registered Owner upon the Registered Owner paying the expenses and charges of the Authority and upon filing with the Note Registrar evidence satisfactory to the Note Registrar that such Note was actually lost, stolen or destroyed and of the Registered Owner's ownership thereof, and upon furnishing the Authority with indemnity reasonably satisfactory to the Authority.

Section 10. Form and Execution of Note. The Notes shall be in a form consistent with the provisions of this resolution and state law, shall bear the manual or facsimile signatures of the Chair of the Board and the Chief Executive Officer and shall be impressed with the seal of the Authority or shall bear a manual or facsimile thereof. A Note shall not be valid or obligatory for any purpose, or entitled to the benefits of this resolution, unless the Note bears a Certificate of Authentication manually signed by the Note Registrar stating "This Note is the fully registered [Taxable][Tax-Exempt] Line of Credit Revenue Note, Series 2024, of the Authority described in the Note Resolution." A minor deviation in the language of such certificate shall not void a Certificate of Authentication that otherwise is substantially in the form of the foregoing. The authorized signing of a Certificate of Authentication shall be conclusive evidence that the Note so authenticated has been duly executed, authenticated and delivered and is entitled to the benefits of this resolution.

If any officer whose facsimile signature appears on a Note ceases to be an officer of the Authority authorized to sign notes before such Note bearing such person's facsimile signature is authenticated or delivered by the Note Registrar or issued by the Authority, such Note nevertheless may be authenticated, issued and delivered and, when authenticated, issued and delivered, shall be as binding on the Authority as though that person had continued to be an officer of the Authority authorized to sign notes. A Note also may be signed on behalf of the Authority by any person who, on the actual date of signing of such Note, is an officer of the Authority authorized to sign notes, although such person did not hold the required office on the date of issuance of such Note.

Section 11. Authorization of Documents and Execution Thereof. The Authority authorizes and approves the execution and delivery of, and the performance by the Authority of its obligations contained in, the Notes and this resolution and the consummation by the Authority of all other transactions contemplated by this resolution in connection with the issuance of the Notes. The Board further authorizes the Authorized Officers, and each of them acting alone, to negotiate, approve, execute and deliver the Continuing Covenant Agreement, the Negative Pledge Agreement and such other instruments and agreements as may be necessary or desirable in connection with the sale of the Notes to the Bank. The Authorized Officers, and each of them acting alone, are authorized to negotiate, execute and deliver documents reasonably required to be executed in connection with the issuance of the Notes and to ensure the proper use and application of the proceeds of the Notes.

The Notes will be prepared at the Authority's expense and will be delivered to the Bank together with the approving legal opinion of Bond Counsel regarding the Notes and such other documents and instruments as may be required to be delivered by the Continuing Covenant Agreement.

Section 12. Approval of Transaction; Approval of Structuring Fee. The Bank has offered to purchase the Notes under the terms and conditions contained in this resolution and the Proposal Letter, including the payment of a structuring fee, plus the fees and expenses of the Bank's legal counsel, and any other out-of-pocket costs incurred by the Bank, each payable at closing. The Board finds that the Bank's offer is in the best interest of the Authority and accepts such offer, and covenants that it will comply with all terms and conditions of the Proposal Letter.

The Board authorizes the Authorized Officers, and each of them acting alone, to negotiate, approve, execute and deliver a structuring agent fee letter, pursuant to which the Authority will agree to pay a structuring agent fee to KeyBanc Capital Markets Inc. in connection with the Notes.

Section 13. Acting Officers Authorized. Any action authorized or required by this resolution to be taken by an Authorized Officer, may in such person's absence be taken by a duly authorized deputy to that Authorized Officer.

Section 14. Reporting Requirements; Covenants. The Authority covenants and agrees for so long as either Note remains outstanding, and unless otherwise waived by the Bank, the Authority shall maintain a Debt Service Coverage Ratio of not less than 1.25 to 1.00, to be calculated at the end of each Fiscal Year of the Authority, commencing with the Fiscal Year ended June 30, 2024. "Debt Service Coverage Ratio" shall have the meaning ascribed thereto in the Continuing Covenant Agreement.

The Authority further covenants and agrees for so long as either Note remains outstanding, and unless otherwise waived by the Bank, to provide financial information to the Bank as follows:

- (i) the Authority's internally prepared financial statements for each Fiscal Year of the Authority within 150 days after the end of such Fiscal Year, prepared in accordance with generally accepted accounting principles applicable to housing authorities, which

shall be accompanied by a certificate regarding compliance with the Debt Service Coverage Ratio covenant set forth above;

(ii) the Authority's audited financial statements within 20 days after receipt of the audited financial statements;

(iii) a covenant compliance certificate in the form attached to the Continuing Covenant Agreement; and

(iv) such other information relating to the ability of the Authority to satisfy its obligations under the Notes, as may be reasonably requested by the Bank from time to time.

Section 15. Acting Officers Authorized. Any action authorized by this resolution to be taken by the Chief Executive Officer of the Authority, may in his or her absence be taken by the duly authorized Director of Finance of the Authority.

Section 16. Authorization for Extension and Modification of the Notes. The Authorized Officers, and each of them acting alone, without further action of the Board but with the consent and approval of the Bank, in the Bank's sole discretion, are authorized to (A) extend the then-current maturity date of the Notes to any date on or before April 24, 2025; and/or (B) modify the interest rate or interest rate formulae applicable to Draws on the Notes, in each case if such Authorized Officer determines that such extension and/or modification is in the best interest of the Authority, all so long as no other material term of the Notes is revised (unless otherwise authorized by the Board of the Authority). The Authorized Officers, and each of them acting alone, are authorized to do everything necessary for the execution and delivery of such documents as are useful or necessary to such extension of maturity and/or modification of interest rate or interest rate formulae. An Authorized Officer's execution of documents in connection with the

modification and/or extension of a Note will constitute conclusive evidence of such Authorized Officer's approval of the extensions, modifications and/or other terms described therein and the approval by the Authority of such extensions, modifications and/or other terms.

Section 17. Ratification and Confirmation. Any actions of the Authority or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

Section 18. Changes to Titles or Parties; Omission of Documents. While the titles of and parties to the various documents described herein may change, no change to such titles or parties shall affect the authority conferred by this resolution to execute, deliver, file (if required), enforce and perform the documents in their final form. The Authorized Officers, and each of them acting alone, in their discretion may omit any agreement described herein which is determined not to be necessary or desirable in connection with the issuance or sale of the Notes.

Section 19. Supplemental Authorization. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority to: (i) execute and deliver and, if applicable, file (or cause to be delivered and/or filed) any government forms, applications, affidavits, certificates, letters, documents, agreements and instruments that such officer determines to be necessary or advisable to give effect to this resolution and to consummate the transactions contemplated herein; (ii) cause the Authority to expend such funds as are necessary to pay for all filing fees, application fees, registration fees and other costs relating to the actions authorized by this resolution; and (iii) notwithstanding any other Authority resolution, rule, policy, or procedure, to create, accept, execute, send, use, and rely upon such tangible medium, manual, facsimile, or electronic documents, records and signatures under any security procedure or platform, as in such Authorized Officer's judgment may be necessary or desirable to give effect to this resolution and to consummate the transactions contemplated herein.

Section 20. Execution of Duties and Obligations. The Board authorizes and directs the Authorized Officers, and each of them acting alone, to cause the Authority to fulfill the Authority's duties and obligations under this resolution, the Notes, the Continuing Covenant Agreement and the Negative Pledge Agreement.

Section 21. Preservation of Tax Exemption for Interest on Tax-Exempt Note. The Authority covenants that it will take all actions necessary to prevent interest on the Tax-Exempt Note from being included in gross income for federal income tax purposes, and it will neither take any action nor make or permit any use of proceeds of the Tax-Exempt Note or other funds of the Authority treated as proceeds of the Tax-Exempt Note at any time during the term of the Tax-Exempt Note which would cause interest on the Tax-Exempt Note to be included in gross income for federal income tax purposes. The Authority also covenants that it will, to the extent the arbitrage rebate requirement of Section 148 of the Code is applicable to the Tax-Exempt Note, take all actions necessary to comply (or to be treated as having complied) with that requirement in connection with the Tax-Exempt Note, including the calculation and payment of any penalties that the Authority has elected to pay as an alternative to calculating rebatable arbitrage, and the payment of any other penalties if required under Section 148 of the Code to prevent interest on the Tax-Exempt Note from being included in gross income for federal income tax purposes.

Section 22. Severability. If any provision in this resolution is declared by any court of competent jurisdiction to be contrary to law, then such provision shall be null and void and shall be deemed separable from the remaining provision of this resolution and shall in no way affect the validity of the other provisions of this resolution or of the Notes.

Section 23. Effective Date. This resolution shall be in full force and effect from and after its adoption and approval.

ADOPTED by the Board of Commissioners of the Housing Authority of Snohomish County at an open public meeting this April 16, 2024.

HOUSING AUTHORITY OF SNOHOMISH
COUNTY

By: _____
Maddy Metzger-Utt, Chair

ATTEST:

Secretary



RESOLUTION NO. 2500
ADOPTING ANNUAL UPDATES TO THE SECTION 8 HOUSING CHOICE
VOUCHER ADMINISTRATIVE PLAN

WHEREAS, the Housing Authority of Snohomish County (HASCO) is required by the U.S. Department of Housing and Urban Development (HUD) to establish an Administrative Plan outlining its policies and procedures for the Housing Choice Voucher Program; and,

WHEREAS, the original Administrative Plan and any updates must be approved by the Board annually; and,

WHEREAS, the current version of the plan was approved was approved by the Board on March, 2023; and,

WHEREAS, HASCO has made discretionary revisions throughout the Administrative Plan to reflect current regulations and practices,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SNOHOMISH COUNTY that the revisions to the Administrative Plan described in Exhibit A are hereby adopted.

DATED, this 16th day of April, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

ATTEST

Secretary

Summary of Spring 2024 Administrative Plan Updates

Below is a high-level summary of the changes that will be made to HASCO's Administrative Plan in April 2024. Changes regarding NSPIRE will go into effect on 10/1/2024. Changes regarding HOTMA will go into effect on 1/1/2025. See *Highlights of Final Rule Implementing Sections 102, 103,104 of HOTMA* for highlights of the actual changes related to HOTMA.

Chapter 1

- Add information on the Housing Opportunity through Modernization Act (HOTMA) to the Overview and History of the Program section.
- Revise the section on Contents of the Plan to include information on project-based vouchers and policies governing special housing types.
- Revise the list of owner responsibilities to account for NSPIRE.

Chapter 2

- Expand the existing policies on discrimination complaints with a new section on Discrimination Complaints., which includes guidance from Notice FHEO 2023-01.

Chapter 3

- Revise various areas of the chapter to account for HOTMA changes, including the Final Rule issued February 14, 2023, Notice PIH 2023-27, and other sources of HUD guidance on the topic. This includes a new section on Restriction on Assistance Based on Assets.
- Include the term *human trafficking* with Violence Against Women Act (VAWA) language, in addition to other VAWA clarifications to better align with current guidelines such as the implementation Guidance for VAWA 2022 published in the *Federal Register* on January 4, 2023.
- Clarify language on disparate impact and discriminatory effects per the final rule dated March 31, 2023.
- Update cross-references to correspond with updates in Chapter 8.

Chapter 4

- Include the term *human trafficking* with Violence Against Women Act (VAWA) language to better align with current guidelines.

Chapter 5

- Include the term *human trafficking* with Violence Against Women Act (VAWA) language to better align with current guidelines.
- Revise family obligations to account for NSPIRE.

Chapter 6

- This chapter will be completely rewritten from the ground up to account for HOTMA changes, including the Final Rule issued February 14, 2023, Notice PIH 2023-27, and other sources of HUD guidance on the topic.
- Included also will be changes regarding exceptions to utility allowances as a reasonable accommodation.

Chapter 7

- As with Chapter 6, the bulk of this chapter will undergo a complete rewrite for HOTMA. Many of the changes are required due to updates in verification requirements outlined in Notice PIH 2023-27.

Chapter 8

- Make extensive rewrites to update for NSPIRE requirements.
- Make a minor policy adjustment to the Inspection Results section to disallow self- certification of repairs

Chapter 9

- Include the term *human trafficking* with Violence Against Women Act (VAWA) language to better align with current guidelines.
- Make additions and updates to citations for NSPIRE.

Chapter 10

- Include the term *human trafficking* with Violence Against Women Act (VAWA) language to better align with current guidelines.
- Remove references to Housing Quality Standards.
- Remove duplicative/conflicting policy information regarding voucher extensions and expiration.
- Clarify policy regarding sending documentation to the receiving PHA.

Chapter 11

- As with Chapters 6 and 7, the bulk of this chapter will undergo a complete rewrite to account for HOTMA, including the Final Rule issued February 14, 2023, Notice PIH 2023-27, and other sources of HUD guidance on the topic.
- Remove references to HQS and updated for NSPIRE.
- Update policy language to mirror language elsewhere in the admin plan.

Chapter 12

- Revise the policy that the PHA will terminate assistance if the family has been evicted from federally assisted housing in the last five years to reduce the number of years to three.
- Include the term *human trafficking* with Violence Against Women Act (VAWA) language, in addition to other VAWA clarifications to better align with current guidelines such as the implementation Guidance for VAWA 2022 published in the *Federal Register* on January 4, 2023.
- Update Exhibit 12-1, Statement of Family Obligations, with NSPIRE language.

Chapter 13

- Revise policy in HAP Contract Term and Terminations section for clarification.
- Include the term *human trafficking* with Violence Against Women Act (VAWA) language, in addition to other minor VAWA clarifications to better align with current guidelines such as the implementation Guidance for VAWA 2022 published in the *Federal Register* on January 4, 2023.
- Remove references to HQS and updated for NSPIRE.

Chapter 14

- Add a new subsection and accompanying policy on De Minimis Errors, plus a minor clarification to account for HOTMA changes, including the Final Rule issued February 14, 2023, Notice PIH 2023-27, and other sources of HUD guidance on the topic.
- Remove references to HQS and updated for NSPIRE.

Chapter 15

- Rework Chapter 15 to include the policies by default rather than directing to the guide. Policies are now included where relevant in the event that the PHA grants use of a special housing type as needed as a reasonable accommodation.
- Multiple updates to account for NSPIRE's effect on various special housing types.

Chapter 16

- Include the term *human trafficking* with Violence Against Women Act (VAWA) language, in addition to other VAWA clarifications to better align with current guidelines such as the implementation Guidance for VAWA 2022 published in the *Federal Register* on January 4, 2023.
- Include changes regarding exceptions to utility allowances as a reasonable accommodation.
- Modify the policy on evidence for the informal hearing to eliminate the charge of copying documents related to the hearing.
- Add a record retention policy that the PHA will keep for at least three years records of all complaints, investigations, notices, and corrective actions related to fair housing violations.
- Remove references to HQS and updated for NSPIRE.

Chapter 17

- Make minor updates to account for the *Federal Register* notice issued March 3, 2023, on subsidy layering requirements.
- Add a minor clarification on asset limitation requirements to the section on Eligibility for PBV Assistance to account for HOTMA changes.
- Include the term *human trafficking* with Violence Against Women Act (VAWA) language to better align with current guidelines.
- Multiple updates throughout to account for NSPIRE's effect on PBV program requirements.

Chapter 18

- Revise Part II on the Foster Youth to Independence (FYI) Initiative to account for guidance set forth in Notice PIH 2023-04.
- Include the term *human trafficking* with Violence Against Women Act (VAWA) language to better align with current guidelines.
- Remove references to HQS and update for NSPIRE.

Glossary

- Update acronyms and definitions for all cumulative changes specified above.
- Revise various definitions for HOTMA.
- Remove references to HQS and updated for NSPIRE.

Highlights of Final Rule Implementing Sections 102, 103, 104 of HOTMA

The Final Rule implementing Sections 102, 103, and 104 of the Housing Opportunity Through Modernization Act of 2016 (HOTMA) delivers important benefits to tenants and reduces administrative burdens for public housing agencies (PHAs), multifamily housing owners (MFH owners), and participating jurisdictions. The highlights of the Final Rule are outlined below.

Section 102: Income Reviews

- **Fewer Interim Reexaminations:** HOTMA creates a 10% adjusted income increase/decrease threshold for conducting Interim Reexaminations, and in most cases requires that increases in earned income are not processed until the next Annual Reexamination, allowing families to keep more of their earnings before receiving a rent increase. The new requirements should lead to fewer Interim Reexaminations overall, alleviating burden for both participants and PHAs.
- **Streamlined Verifications:** Several provisions will streamline the verification process for housing providers.
 - **Adults Only Need to Sign Consent Form Once:** HOTMA revises the required consent form that all adult household members sign, allowing them to sign the form only once instead of annually.
 - **Use of Income Determinations from Other Programs:** HOTMA allows PHAs to use income determinations made under other federal benefits programs for reexaminations.
 - **Review of EIV Not Required at Interim Reexamination:** HOTMA eliminates the requirement for PHAs to use EIV to verify tenant employment and income information during an interim reexamination, significantly reducing administrative burden.
- **Increased Standard Deduction for Elderly/Disabled Households:** HOTMA increases standard deductions for families with a head, co-head, or spouse who is elderly or a person with a disability.
- **Additional Income Exclusions:** The rule codifies additional income and asset exclusions, including:
 - Amounts received from Medicaid or other state/local programs meant to keep a family member with a disability living at home
 - Veterans' aide and attendant care
 - Distributions of principal from non-revocable trusts, including Special Needs Trusts.
- **Threshold for Claiming Medical/Disability Expenses Increased:** HOTMA increases the allowance for unreimbursed health and medical care expenses from 3% of annual income to 10%, phased-in over two years.
- **Higher Threshold for Imputing Asset Income:** HOTMA raises the imputed asset threshold from \$5,000 to \$50,000, incentivizing families to build wealth without imputing income on those assets.

- Hardship Relief: HOTMA provides hardship relief for expense deductions, lessening the impact of the increased threshold for medical expenses. HOTMA permits PHAs to grant hardship relief to families unable to pay rent because of unanticipated medical/disability expenses and families who are no longer eligible for the childcare expense deduction.

Section 103: Public Housing Income Limit

- Public Housing Income Limitation: HOTMA imposes continued program participation limits for families exceeding the statutory income limitation in the Public Housing program, also known as the “over-income” provision.

Section 104: Asset Limits

- Asset Limitation: HOTMA imposes a \$100,000 asset limit for eligibility and continued assistance. Families are also ineligible for assistance if they own real property suitable for occupancy. PHAs have the option of delaying enforcement/termination for up to six months if the family is over the asset threshold at the time of annual reexamination.
- Exclusion of Retirement and Educational Savings Accounts: Retirement accounts and educational savings accounts will not be considered a net family asset. This is a major benefit to families, incentivizing savings for important life milestones and opportunities. This will also provide significant administrative relief to PHAs by allowing them to stop verifying and calculating these assets altogether.
- Self-Certification of Assets under \$50,000: HOTMA allows self-certification of net assets if estimated to be at or below \$50,000. This will be a time-savings for families and lower administrative burden for PHAs recertifying income.

Cross-Cutting

- Adjustments for Inflation: Deductions and the asset limitation will be adjusted for inflation annually, ensuring that deductions do not lose value over time and that families are able to build more wealth without losing program assistance. The current deduction amounts have never been adjusted.



**RESOLUTION NO. 2501
AUTHORIZING REVISED UTILITY ALLOWANCE RATES FOR THE SECTION 8
HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, the Housing Authority of Snohomish County (HASCO) is required by the Department of Housing and Urban Development (HUD) to provide an allowance to tenants that pay some or all of their utilities under the Section 8 Housing Choice Voucher Program; and,

WHEREAS, the Housing Authority is required to adjust the utility allowance for tenants when there is a change in the cost of utilities; and,

WHEREAS, the Housing Authority has surveyed the cost of utilities and has found a change in the cost of utilities; and,

WHEREAS, a new schedule of tenant-furnished utility rates has been prepared reflecting these utility rate changes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SNOHOMISH COUNTY that the Chief Executive Officer to be authorized to implement the new schedule for tenant-furnished utilities and other services effective July 1, 2024 for all new participants, rehouses, and for continuing participants as their annual reviews occur.

DATED, this 16th day of April, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

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www.hasco.org • 12711 4th Ave West • Everett, WA 98204



ATTEST

Secretary

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HUD – 52667 (Modified)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT SECTION 8, HOUSING ALLOWANCES FOR TENANT FURNISHED UTILITIES AND OTHER SERVICES				DATE: <div style="text-align: right; margin-top: 10px;">7/1/2024</div>		
LOCALITY: <div style="text-align: center; margin-top: 10px;">The Housing Authorities of Snohomish County and the City of Everett</div>				UNIT TYPE: <div style="text-align: center; margin-top: 5px;">Duplex, Townhouse, Triplex, Garden, Low-Rise, and High-Rise</div>		
UTILITY OR SERVICE	MONTHLY DOLLAR ALLOWANCE					
	0-BR	1-BR	2-BR	3-BR	4-BR	5-BR
HEATING:						
a. Natural Gas	\$48	\$54	\$60	\$66	\$73	\$79
b. Electric	\$18	\$21	\$28	\$35	\$42	\$49
c. Electric Heat Pump	\$15	\$18	\$22	\$24	\$27	\$29
d. Fuel Oil	\$87	\$101	\$114	\$133	\$146	\$165
e. Propane	\$64	\$74	\$88	\$98	\$109	\$122
COOKING:						
a. Natural Gas	\$5	\$5	\$8	\$9	\$12	\$14
b. Electric	\$5	\$6	\$8	\$11	\$13	\$16
c. Propane	\$8	\$8	\$13	\$19	\$24	\$27
OTHER ELECTRIC:	\$26	\$29	\$37	\$46	\$54	\$62
WATER HEATING:						
a. Natural Gas	\$11	\$12	\$17	\$23	\$28	\$34
b. Electric	\$12	\$14	\$18	\$22	\$26	\$30
c. Fuel Oil	\$27	\$32	\$46	\$59	\$73	\$82
d. Propane	\$21	\$24	\$32	\$43	\$53	\$64
WATER:						
Snohomish County	\$28	\$28	\$40	\$51	\$63	\$74
SEWER:						
Snohomish County	\$91	\$91	\$91	\$91	\$91	\$91
TRASH COLLECTION	\$25	\$25	\$25	\$25	\$25	\$25
REFRIGERATOR	\$12	\$12	\$12	\$12	\$12	\$12
RANGE / MICROWAVE	\$11	\$11	\$11	\$11	\$11	\$11
TOTAL						
NAME OF FAMILY:						
NUMBER OF BEDROOMS:						



HUD – 52667 (Modified)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT SECTION 8, HOUSING ALLOWANCES FOR TENANT FURNISHED UTILITIES AND OTHER SERVICES						DATE: 7/1/2024	
LOCALITY: The Housing Authorities of Snohomish County and the City of Everett						UNIT TYPE: <i>Single Family/ Mobile</i>	
UTILITY OR SERVICE	MONTHLY DOLLAR ALLOWANCE						
	0-BR	1-BR	2-BR	3-BR	4-BR	5-BR	6-BR
HEATING:							
a. Natural Gas	\$62	\$69	\$79	\$88	\$97	\$105	\$112
b. Electric	\$41	\$48	\$56	\$63	\$71	\$79	\$86
c. Electric Heat Pump	\$22	\$26	\$31	\$35	\$39	\$42	\$46
c. Fuel Oil	\$123	\$142	\$165	\$187	\$210	\$233	\$251
d. Propane	\$90	\$104	\$122	\$138	\$157	\$170	\$186
COOKING:							
a. Natural Gas	\$4	\$4	\$6	\$8	\$10	\$11	\$13
b. Electric	\$5	\$6	\$8	\$11	\$13	\$16	\$17
c. Propane	\$8	\$8	\$13	\$19	\$24	\$27	\$29
OTHER ELECTRIC:							
	\$34	\$39	\$51	\$63	\$76	\$88	\$94
WATER HEATING:							
a. Natural Gas	\$12	\$15	\$21	\$28	\$35	\$41	\$45
b. Electric	\$15	\$18	\$23	\$28	\$33	\$37	\$40
c. Fuel Oil	\$32	\$37	\$55	\$73	\$87	\$105	\$114
d. Propane	\$24	\$29	\$40	\$53	\$66	\$77	\$85
WATER:							
Snohomish County	\$28	\$28	\$40	\$51	\$63	\$74	\$82
SEWER:							
Snohomish County	\$91	\$91	\$91	\$91	\$91	\$91	\$91
TRASH COLLECTION							
	\$25	\$25	\$25	\$25	\$25	\$25	\$25
REFRIGERATOR							
	\$12	\$12	\$12	\$12	\$12	\$12	\$12
RANGE							
	\$11	\$11	\$11	\$11	\$11	\$11	\$11
TOTAL							
NAME OF FAMILY:							
NUMBER OF BEDROOMS:							



RESOLUTION NO. 2502

RATIFYING THE PURCHASE AND SALE AGREEMENT AND AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO CLOSE ON THE ACQUISITION OF 7816 218th STREET SOUTHWEST AND ITS ADJACENT VACANT PARCEL IN EDMONDS, WA

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, Hadley’s Acres Block 002, Lot 7 and Lot 8 (the “Property”), located on real property described in Exhibit A, comprised of a single-family dwelling on 0.88 acre and 0.88 acre of vacant, undeveloped land, located at 7816 218th St. SW, Edmonds, WA 98026-7952 was offered for sale by the current private owner; and

WHEREAS, the location of the Project 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 Edmonds (incorporated in 1890), on the date on which HASCO was activated (created in 1971) under Chapter 35.82 of the Revised Code of Washington; and

WHEREAS, the City of Edmonds has passed a Resolution (Resolution 1472) declaring the need of HASCO to operate within the boundaries of the city via Interlocal Agreement on May 4, 2021; and

WHEREAS, HASCO submitted an offer to purchase the Property for \$4,000,000.00, and the seller accepted the offer; and

WHEREAS, HASCO will sign a Purchase and Sale Agreement (the “Agreement”) upon Board Approval of this resolution on April 16, 2024, which the Seller signed on April 9, 2024, for HASCO to purchase the Property; and

WHEREAS, the Agreement provides HASCO until June 17, 2024 to complete its due diligence review of the Property.

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

The Board hereby:

1. Authorizes the Chief Executive Officer to sign the Purchase and Sale Agreement.
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 the purposes of the authorizing resolution adopted hereby.

DATED, this 16th day of April, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

ATTEST

Secretary

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Exhibit A
Property Legal

HADLEYS ACRES BLK 002 D-00 - LOT 7 (7816 218th St. SW)

Lot 7, Block 2, Hadley's Acres, according to the plat thereof recorded in Volume of Plats, page 30, records of Snohomish County, Washington.

HADLEYS ACRES BLK 002 D-00 - LOT 8 (Vacant Land)

Lot 8, Block 2, Hadley's Acres, according to the plat thereof recorded in Volume 8 of Plats, page 30, records of the Auditor of the County of Snohomish, State of Washington.

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RESOLUTION NO. 2503

RATIFYING THE PURCHASE AND SALE AGREEMENT AND AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO CLOSE ON THE ACQUISITION OF 7831 220th STREET SOUTHWEST, EDMONDS, WA 98206

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, Hadley’s Acres Block 002, Lot 13 (the “Property”), located on real property described in Exhibit A, comprised of two single-family residences on 0.88 acre located at 7831 200TH St. SW in Edmonds, WA 98026-7977 was offered for sale by the current private owner; and

WHEREAS, the location of the Project 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 Edmonds (incorporated in 1890), on the date on which HASCO was activated (created in 1971) under Chapter 35.82 of the Revised Code of Washington; and

WHEREAS, the City of Edmonds has passed a Resolution (Resolution 1472) declaring the need of HASCO to operate within the boundaries of the city via Interlocal Agreement on May 4, 2021; and

WHEREAS, HASCO submitted an offer to purchase the Property for \$925,000.00, and the seller accepted the offer; and

WHEREAS, HASCO will sign a Purchase and Sale Agreement (the “Agreement”) on April 16, 2024 upon Board approval of this resolution, which the current owner signed on April 9, 2024, for HASCO to purchase the Property; and

WHEREAS, the Agreement provides HASCO until June 17, 2024 to complete its due diligence review of the Property.

Ways Home. Paths Forward.





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

The Board hereby:

1. Authorizes the Chief Executive Officer to sign the Purchase and Sale Agreement.
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 the purposes of the authorizing resolution adopted hereby.

DATED, this 16th day of April, 2024.

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

Maddy Metzger-Utt, Chairperson

SEAL

ATTEST

Secretary

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Exhibit A
Property Legal Description

HADLEYS ACRES BLK 002 D-00 - LOT 13

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