

**MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE
CITY OF PASCO AND FRANKLIN COUNTY (HACFPC)**

November 30, 2017

The Commissioners of the Authority met in regular session at the Housing Authority of the City of Pasco and Franklin County's (HACFPC) administration office, 2505 W. Lewis Street, Pasco, Washington on November 30, 2017, at 4:00 p.m.

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

2. COMISSIONER ROLL CALL

Upon roll call, those present were as follows:

Present: Domingos, Garcia, Quintanilla

Absent: Bishop, Dukelow

Ms. Quintanilla made a motion to excuse Ms. Dukelow and Mr. Bishop from today's proceedings. Mr. Garcia seconded the motion and it passed unanimously, 3 ayes, 0 nays.

STAFF AND EX OFFICIO MEMBERS

Present: Andy Anderson, Executive Director
Lisa Richwine, Executive Assistant/Recording Secretary

VISITORS - none

3. APPROVAL OF AGENDA:

Ms. Quintanilla made a motion to approve the agenda as presented. Mr. Garcia seconded the motion and it passed unanimously, 3 ayes, 0 nays.

4. CONSENT AGENDA

The consent agenda was approved as submitted. Included were the minutes of the regular meeting of October 26, 2017, and the checks listings – Bank of the West General Operating Account checks numbered 61142-61329 totaling \$304,566, Bank of the West Petty Cash checks numbered 1770-1772 totaling \$722, and Bank of the West Security Deposit Fund checks numbered 1266-1267 totaling \$58. Also, approval of bad debt write offs for rent, utility billing, and miscellaneous in the amount of \$11,302.00 and, of that amount, \$11,302.00 will be turned over for collection plus the collection processing fees.

5. STAFF REPORTS

No staff reports were presented.

6. NEW BUSINESS

- (a) Resolution #17/18-962 Authorizing Executive Director to Dispose of Surplus Property
Ms. Quintanilla made a motion to adopt the resolution as presented by staff. Mr. Garcia seconded the motion and it passed unanimously, 3 ayes, 0 nays.
- (b) Motions arising from board discussion of previous motions or discussion - none
- (c) Urgent matters not included in the agenda due to lack of time - none

7. OTHER BUSINESS - none

8. EXECUTIVE SESSION

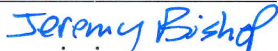
No Executive Session was held.

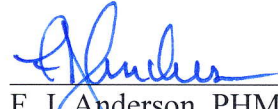
9. ADJOURNMENT

The meeting was adjourned at 4:04 p.m.

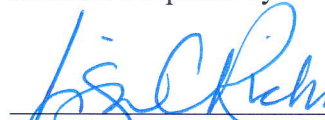
The regular December meeting has been canceled due to the Christmas and New Year's holidays. The Board of Commissioners will next meet in regular session on January 25, 2018, 4:00 p.m.


Linda Dukelow
Chair, Board of Commissioners


Jeremy Bishop


F. J. Anderson, PHM
Secretary, Board of Commissioners

Minutes Prepared by:


Lisa C. Richwine, CMH
Recording Secretary