Minutes of the Special Meeting
of the Board of Commissioners of the
Housing Authority of the City of Everett

June 26, 2024

Meeting Called to Order

The Special Meeting of the Board of Commissioners of the Housing Authority of the City of Everett was called to order by Chair Koren Smith at 4:01 p.m. on Wednesday, June 26, 2024. This meeting was held as a hybrid meeting, with participants attending in person at the Colby Administrative Office at 3107 Colby Avenue in Everett and via Zoom video conference.

Commissioners Present at Roll Call:

Chair Koren Smith	Commissioner George Perez, Jr.
Vice-Chair Cynthia Andrews	Commissioner Paul Manselle
Commissioner Chip Burgess	Commissioner John Traynor

Also in attendance were:

Staff:

Mary Swenson	Interim Executive Director
Sandy Langdon	Consultant
Jaysen Garcia	Executive Assistant/Communications Coordinator
Janinna Attick	Director of Policy & Innovation
Kristen Cane	Senior Director of Asset Management & HCV
Cal Cuellar	Interim Director of Housing Management
Linda Hoston	Director of HR & Administration
Jason Morrow	Chief Real Estate Officer
Heather Stults	Strategic Engagement Manager
Kimberly Wilson	Deputy Director of Finance

Items for Individual Consideration

Resolution No. 1596 Adopting Fiscal Year 2024-2025 Budgets for Housing Authority Programs

Interim Executive Director Mary Swenson introduced the resolution, clarifying that requested staff positions were not included in this resolution and that a budget amendment would be presented at an upcoming board meeting in the next few months. She stated that EHA's CFO is

currently on leave and that Sandy Langdon had taken over the annual budget report and would be presenting.

Sandy Langdon presented EHA's proposed budget for the June 1, 2024-July 31, 2025 fiscal year. During her presentation, additional clarification was requested by Commissioner Perez and Commissioner Andrews in relation to vacant positions at the agency and current full-time equivalent (FTE) positions. Interim Director Mary Swenson confirmed this would be provided prior to Monday's upcoming regular board meeting.

Commissioner Burgess moved to adopt the resolution, Commissioner Manselle seconded, and the motion passed unanimously.

Interim Executive Director Mary Swenson thanked everyone who participated, highlighting the work done by Deputy Director of Finance Kimberly Wilson, Consultant Sandy Langdon, and Chief Financial Officer Wendy Blain. Commissioners echoed this thanks to staff for their work and presentation. Director Swenson then extended an invitation to commissioners to the Everett City Council meeting that evening as she would be presenting on the Park District.

Adjournment

Chair Smith announced the next regular Board meeting would be held Monday, July 1, 2024. There being no further business to discuss, Chair Smith called for a motion to adjourn. Commissioner Andrews motioned as requested, Commissioner Burgess seconded, and the meeting adjourned at 4:27 p.m.

ATTEST:

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Chair, Board of Commissioners

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Secretary