



# Skagit County Board of Commissioners

Ron Wesen, First District

Peter Browning, Second District

Lisa Janicki, Third District

June 14, 2023

Melanie Corey, Executive Director  
Housing Authority of Skagit County  
1650 Port Drive  
Burlington, WA 98233

Melanie,

We are writing to ask some questions and request additional information ahead of your presentation on the Housing Authority Annual Action Plan scheduled for June 27, 2023.

First, we wanted to reiterate a request that you attend the meeting this year. Given the importance of HASC resources in our community and the crucial relationship between our organizations, we think it is appropriate that the housing authority executive director attend the annual plan presentation.

Next, we have some questions about the timing of the annual plan and your public process. In looking at the HUD deadlines, it would appear that the action plan should be due to HUD in the middle of July, which is 75 days before your October fiscal year start date. We also understand that the plan should be made public for 45 days before a public hearing. To meet HUD deadlines that means a draft should have been completed and available for public comment by now. When our clerk asked for a copy of the plan, she was told it was not yet complete.

Given this schedule we would like to know:

- When did your 45-day comment period start, when is your public hearing scheduled for, and how did you make the plan available to the public and stakeholders?
- What outreach activities did you conduct to encourage broad public participation in the plan per 24 CFR 903.17?
- Per our request at the joint meeting in January and in follow-up correspondence, what have you done to establish a Resident Advisory Board as required in 24 CFR 903.13(b)?
- How did you engage your Resident Advisory Board in the plan as required in 24 CFR 903.13(c)?

We request a copy of the plan at least one week prior to the presentation. Without having a copy of the action plan available to review it is challenging to come up with specific questions on the plan. We might have some additional questions once we have had a chance to review the plan, but at a minimum we would hope your presentation would address:

1. You will be asking us to certify consistency with Skagit County's Consolidated Plan. Our plan identifies homelessness as a priority—beyond participating in VASH for veterans and EHV's, how does your action plan address homelessness in Skagit County?

2. Leasing and budget utilization appears to be at a 10 year low for HASC (465 vouchers leased of 722 or 64%). This is the lowest voucher leasing percentage in the state. How will your action plan reverse this downward trend?

We offer this review in hopes that HASC will take steps to improve transparency and community involvement through general practices, as we have previously requested.

Sincerely,

**BOARD OF COUNTY COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

*Approved electronically to stamp in his absence:*

  
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Ron Wesen, Chair

  
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Lisa Janicki, Commissioner

  
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Peter Browning, Commissioner

cc: Housing Authority of Skagit County Board Commissioners