

HOUSING OPPORTUNITIES OF SW WASHINGTON BOARD OF COMMISSIONERS BOARD MEETING

Monday, March 25, 2019 at 4:00 p.m.

820 11th Ave.

Longview, WA

Minutes

Chair Jerry Bakken called the meeting to order at 4:01 PM. Introductions were made all around.

PRESENT:

Chair, Jerry Bakken
Vice Chair, Marchelle Knapp
Commissioner, Peter Bennett
Commissioner, Allan Rudberg
Commissioner, David Spurgeon
Secretary, Jennifer Westerman

ABSENT:

Commissioner, Jenny Oskey

STAFF:

Katie Bonus, Asset Manager
Vickie Rhodes, Housing Assistance Programs Manager
Rob Smith, Manager of Community Services
Becky Phillips, Finance Manager

GUESTS:

Linda Brigham, Longview Resident
Michael Jarnum- United Health Care Representative
Mary Alice Wallis – Longview City Council

CHANGES AND ADDITIONS TO THE AGENDA: None

OPPORTUNITY FOR PUBLIC DISCUSSION: Michael Jarnum represented Jordan Wright who could not be in attendance. Michael presented Medicare options for qualifying applicants. There is no premium cost for the client. Funded by insurance provider and government. Provided contact information for Jordan Wright for further questions.

STAFF REPORTS:

Becky Phillips, Finance Manager, reported that Phillips and Vice Chair, Knapp reviewed the financials prior to the meeting. She also reported the following extraordinary items: \$35,000.00 was spent on cabinets for the Phoenix House using a reimbursable grant; there may be a small dip in cash at the end of March that will be reimbursed in April. Finance Manager, Phillips also stated that HUD paid \$17,000.00 in back administration fees.

Katie Bonus, Asset Manager, reported an overall 99% occupancy rate. She also gave an update on the CDBG capital projects in process.

Vickie Rhodes, Housing Assistance Programs Manager, explained the HCV statistics to the Board.

Rob Smith, Manager of VIP, reported on a new grant opportunity for the Veteran's programs. HOSWWA may submit an application. The VA put out word that this new NOFA may help replace the SSVF funds.

CONSENT AGENDA:

Vice Chair, Knapp motioned to approve the consent agenda. Commissioner, Bennett seconded the motion. Motion passed unanimously.

CHAIRMAN/SECRETARY'S REPORT

Secretary, Westerman reviewed the progress on the Strategic Plan. (Updates are available on the HOSWWA web site).

Westerman gave a summary of housing related bills at the legislature and urged the commissioners to support HB1406 through their legislative representatives. This bill allows for local control of tax funds to address affordable housing issues. Secretary Westerman also gave an update on development activities including Willapa Center Development (see new business) and a new development opportunity located at 38th and Pennsylvania in Longview.

UNFINISHED BUSINESS:

BOARD DISCUSSION: Commissioner Training- Held over to next meeting,

NEW BUSINESS:

BOARD DISCUSSION/ACTION: Resolution 19-15: Partnership with JPCHA for Willapa Center

Secretary, Westerman reviewed Resolution 19-15 which creates partnership with HOSWWA and JPCHA for developing Willapa Center. HOSWWA becomes the initial limited partner with authority as the general partner.

Commissioner, Bennett motioned to approve Resolution 19-15. Vice Chair, Knapp seconded the motion. Passed unanimously.

BOARD DISCUSSION/ACTION: Resolution 19-16: Payment Remittance Agreement

Secretary, Westerman reviewed Resolution 19-16. Payment Remittance Agreement between JPCHA and HOSWWA. JPCHA will remit any Seller Loan Payments to HOSWWA.

Vice Chair, Knapp motioned to approve the resolution. Commissioner, Bennett seconded the motion. Past unanimously.

BOARD DISCUSSION/ACTION: Resolution 19-17: Owner Authorization

Secretary, Westerman requested approval of Resolution 19-17. Approval will give Secretary, Westerman authority to authorize all owner documents on behalf of Lilac Place, LLLP.

Vice Chair, Knapp motioned to approve Resolution 19-17. Commissioner, Bennett seconded the motion. Passed unanimously.

BOARD DISCUSSION: Janus Youth Group Reports From January and February

Secretary, Westerman reviewed the reports from Janus Youth Group. Advised the format has changed and there is more detail. The Board expressed their appreciation.

EXECUTIVE SESSION: None

The meeting was adjourned at 5:15p.m.


SCHEDULING OF NEXT REGULAR MEETING: Special Meeting Monday, April 22nd @ 3:00pm. Will be held at the Women's Club in Longview, WA

Respectfully submitted by:

JENNIFER WESTERMAN, Chief Executive Officer

BOARD APPROVAL OF MINUTES

 Date: 4-25-19
Jerry Bakken, Chair

 Date: 4/25/19
Attest: Jennifer Westerman, Secretary