

HOUSING OPPORTUNITIES OF SW WASHINGTON BOARD OF COMMISSIONERS REGULAR MEETING

Monday, September 25, 2017 at 4:00 p.m.
820 11th Ave., Longview, WA.

Minutes to Regular Meeting

Chairperson Nolte called the meeting to order at 4:00 PM

Present

Chair, Floyd "Gus" Nolte
Vice Chair, Linda Brigham
Commissioner, Bruce Fischer
Commissioner, Wayne Ostermiller
Commissioner, Peter Bennett
Secretary, Chris Pegg

Absent

Commissioner, Lori Bashor-Sarancik

Staff

Becky Phillips, Finance Manager
Katie Bonus, Asset Manager
Vickie Rhodes, Housing Programs Supervisor
Jon Dieter, Director of Community Services
Martin Parrao, Accounting Specialist

Guests

None present

Changes & Additions to the Agenda

Secretary Pegg requested the addition of approval of Resolution 17-13 approving the purchase of 5317 Ocean Beach Highway, Longview, WA. She also requested the addition of a discussion and approval to set the rent on the house located on the property at 5317 Ocean Beach Highway, Longview, WA.

OPPORTUNITY FOR PUBLIC DISCUSSION: There was no public present.

Monthly Reports:

Finance Manager, Becky Phillips, presented the financial reports for the month of August 2017. Finances continue to slowly improve. There are no major items to discuss for the month of August. Commissioner Ostermiller moved to approve the financial report as presented. Vice Chair Brigham seconded the motion. There was no further discussion.

The motion passed unanimously.

CONSENT AGENDA:

Commissioner Fischer moved to approve the Consent Agenda as presented. Vice Chair Brigham seconded the motion. There was no further discussion.

Motion passed unanimously.

CHAIRMAN AND SECRETARY REPORTS:

- Chairman Nolte complimented Vickie Rhodes and her staff on the smooth handling of the recent opening of the Non-Elderly Disabled Voucher waiting list. Secretary Pegg reported she has been invited as a guest on the new radio program hosted by Teresa Purcell titled "Another View With Teresa Purcell." Representative Richard DeBolt will be a guest as well. Secretary Pegg has been invited to speak about the impacts of a lack of a capital budget this year and other housing issues. The program will air on KEDO on Friday, September 29th at 5:00 p.m.
- Secretary Pegg also informed the Board of the October 4th, 2017 Planning Commission meeting to discuss the proposed Riverfront zoning amendment that will allow personal services. If approved, the proposed amendment will be forwarded to the City Council for final approval. This amendment would allow Janus Youth Program staff to provide personal services such as laundry and showers to homeless youth in the outreach center. Council members Wallin and Vydra requested the amendment.
- Secretary Pegg informed the Board of the upcoming City Council workshop and Council meeting agenda item regarding the proposed Homeless Shelter ordinance scheduled for Thursday, September 28th. The workshop begins at 5:00 p.m. at City Hall in the upstairs training room and the City Council meeting follows at 7:00 p.m. in Council chambers. Several significant amendments have been put forth that fundamentally change the draft ordinance approved by the Planning Commission.
- Secretary Pegg also informed the Board about new Fair Market Rents(FMR) recently announced by HUD. Cowlitz County FMRs increased significantly and there were smaller increases in Lewis County and Wahkiakum county while Pacific County FMRs decreased slightly. The Fair Market Rents have a significant impact on a family's ability to find suitable housing. This is good news overall.

UNFINISHED BUSINESS:

BOARD DISCUSSION/ACTION: West Longview Development Update and approval of Resolution 17-13 approving purchase of the site

Secretary Pegg informed the Board that closing on the purchase of 5317 Ocean Beach Highway, Longview, WA is scheduled for Tuesday, September 26, 2017. She also requested approval of Resolution 17-13 approving the purchase of this property. This resolution clarifies the intent for Board approval that was discussed and approved in Resolution 17-10. Secretary Pegg informed the Board she is working with Impact Capital to secure funding for pre-development work on the site and she's been informed that any expenses incurred to date will be covered by this funding. The intent is to demolish the barn currently on the site and to rent the house until such time as development work begins.

Commissioner Fischer moved to approved Resolution 17-13 as presented.
Commissioner Bennett seconded the motion. There was no further discussion.

Motion passed unanimously.

NEW BUSINESS:

BOARD DISCUSSION/ACTION: Approval of Resolution 17-11 Adopting the Housing Choice Voucher Administrative Plan amendments

Housing Assistance Programs Manager Vickie Rhodes summarized the proposed changes to the Housing Choice Voucher Administrative Plan for the Board and answered questions. The approved plan is available to the public on the agency website.

Commissioner Fischer moved to approve Resolution 17-11 as presented. Vice Chair Brigham seconded the motion. There was no further discussion.

Motion passed unanimously.

BOARD DISCUSSION/ACTION: Approval of the Resolution 17-12: FY 2018 Budget

The Board discussed the proposed FY2018 Budget during the workshop at 3:00 pm. Commissioner Fischer moved to approve Resolution 17-12 with the inclusion of a 3-4% increase for wages if financially feasible. Vice Chair Brigham seconded the motion. Commissioner Fischer requested Secretary Pegg work with Finance Manager Becky Phillips to determine if the proposed budget would support this additional increase. If so, the proposed motion to approve the FY2018 budget would include this increased amount. The existing draft budget includes a 2% increase in wages. There was no further discussion.

Motion passed unanimously.

BOARD DISCUSSION/ACTION: Approval to set rent and deposit on 5317 Ocean Beach Highway, Longview, WA

Asset Manager Katie Bonus requested approval to set the rent for the house at 5317 Ocean Beach Highway, Longview, WA at \$1100 per month with a security deposit of \$800. The house is a 3 bedroom in good condition and the market supports this rent. Commissioner Fischer moved to approve a rental rate of \$1100 per month and a security deposit of \$800. Vice Chair Brigham seconded the motion. There was no further discussion.

Motion passed unanimously.

EXECUTIVE SESSION: None scheduled.

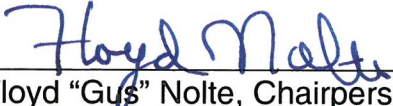
The meeting adjourned at 5:30 p.m.

SCHEDULING OF NEXT REGULAR MEETING: October 23, 2017

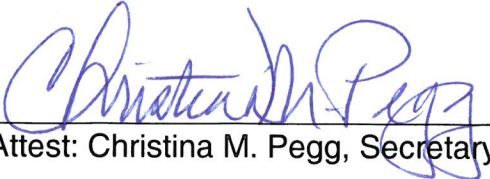
Respectfully submitted by:

CHRISTINA M. PEGG, Chief Executive Officer

BOARD APPROVAL OF MINUTES



Floyd "Gus" Nolte, Chairperson



Attest: Christina M. Pegg, Secretary