

MINUTES TO THE SPECIAL BOARD MEETING OF THE JOINT PACIFIC COUNTY
HOUSING AUTHORITY BOARD OF COMMISSIONERS

December 17, 2020 at 10:00 a.m.

Via Zoom

PRESENT:

Chair, David Glasson
Vice Chair, Rebecca Chaffee
Commissioner, Jan Davis
Commissioner, Julie Overby
Secretary, Jennifer Westerman

ABSENT:

Commissioner, Leslie Brophy

Staff Present:

Director of Operations, Katie Bonus
Finance Manager, Becky Phillips
HR/Executive Assistant, Ryan Bjerke

Public Present:

Mark Perez
Casey Burke

1. Call to Order

Chair Glasson called the meeting to order at 10:00 a.m.

2. Opportunity for Public Discussion

a. Mr. Perez and Mr. Burke attended the meeting. Mr. Perez, a neighbor of the Driftwood Point Apartments, mentioned there have been a lot of incidents across the street and the situation appears to be escalating. Mr. Perez referred to information on police reports and there have been 125 incidents since the property opened and most of the incidents are harassment and disturbance issues. Mr. Perez stated that the disturbances are ongoing and “getting out of hand.” Mr. Perez stated that he’s already talked to a few people in the neighborhood and he will talk to more. Lorraine (police department employee) is aware of the issues going on and has been involved in some incidents and she is also requesting police reports. Casey, (who is on the call) was just involved in incidents and neighbors are going after him and Lorraine has written a letter for him, so Casey can address these issues in court. Loretta is very aware of the situations and she has asked the officers to flag Driftwood properties, due to the number of complaints. Mr. Perez mentioned that there are a lot of kids here and there is no place for the kids to play, although there are some benches. Mr. Perez stated that children are playing in the street and a nearby city lot and asked if the city would like to put up a playground and bike racks at the property, because there is nowhere to put their bikes and they are storing their bikes in walkways. Ms. Bonus stated that we are very aware of all the police calls at Driftwood and the site manager and that the site manager has given the police her phone number, so she can address the situations that occur at any time, day, or night. Ms. Bonus also mentioned that unfortunately, these have been very challenging times and with the Governors moratorium, we cannot evict people and currently, the Housing Authority is restricted from providing notices to residents that include a threat of eviction. Ms. Bonus stated that the Housing Authority is providing notices to residents asking them to comply with the lease, but these notices have no teeth until the Governor’s moratorium is lifted. Ms. Bonus stated there is language within the Governor’s moratorium that allows for

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evictions, under very narrow circumstances, when the resident's behavior threatens the safety of others. Ms. Bonus confirmed that management has been working with our attorney regarding these challenges. Ms. Bonus also responded that bike racks have already been ordered for the playground and we hope to install a playground for the kids in the Spring of 2021. Ms. Bonus mentioned that we also added a budget for a camera system, so we can monitor after-hours issues. Ms. Bonus further mentioned that we also refer these issues to our service provider and that Dean Lauder, our service provider, does a great job as he has great follow-through and he is very persistent. Ms. Westerman mentioned that the eviction moratorium will be a hot topic in the current legislative session.

3. New Business

a. Board Action- Resolution 20-06 Approve JPCHA 2021 Operating budget- Ms. Phillips reviewed the budget for 2021: the budget includes minimal audit costs because JPCHA is on a 3-year auditing cycle which may change soon depending on what happens with Willapa Center. Ms. Phillips also stated that revenues are budgeted with an increase of \$6,000 and she stated this would include an increase for project-based units, but not the market units, because we cannot raise rents until the moratorium lifts. Ms. Phillips mentioned administration costs are budgeted with an increase of approximately \$7,700. Ms. Phillips mentioned that maintenance has been budgeted lower due to inability to do preventative maintenance during COVID restrictions. Ms. Westerman stated that the increase in the Eagles property insurance was due to the property valuation. Ms. Westerman stated that the threshold triggering an audit is \$750,000 and JPCHA will exceed that threshold in 2021 with Willapa Center and Pacific Place grants for construction. *Commissioner Chaffee made a motion to approve Resolution 20-06, Commissioner Overby seconded the motion. Resolution 20-06 passed unanimously.*

a. Chairman Glasson moved to the next order of business, board action to approve execution of Services Contract with Crisis Support Network for Pacific Pearl. Ms. Westerman mentioned that the contract for services at Pacific Pearl is a 1-year contract not to exceed of \$38,000. This amount covers 20 hours per week for an employee, supplies and insurance which is required to provide services. Commissioner Chaffee mentioned she felt it has been a while since the board discussed supportive services and that the concentration has been on development and she would really like to concentrate on the families that have been homeless and understand outcomes to the services work. Ms. Westerman responded that we another Special Board Meeting is needed in January to discuss services for Willapa Center. Commissioner Chaffee made a motion to approve the Crisis Support network contract for the Pearl in South Bend. *Commissioner Overby made a motion to approve the execution of the Crisis Support Network contract. Commissioner Chaffee seconded the motion. The motion was approved unanimously.*

4. Executive Session, if any

a. None

5. Adjournment

JPCHA / Board Meeting Minutes

October 30, 2020

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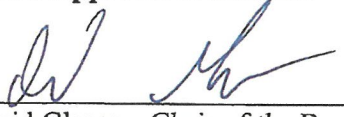
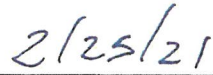


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- a. Chair Glasson adjourned the meeting at 10:32 a.m.
- b. The next meeting will be held February 25, 2021 at 10:00am

Respectfully Submitted by:

JENNIFER WESTERMAN, EXECUTIVE DIRECTOR

Board Approval of Minutes

	
_____ David Glasson, Chair of the Board	_____ Date:
	
_____ Attest: Jennifer Westerman, Secretary	_____ Date: