

**MINUTES TO THE BOARD OF THE JOINT PACIFIC COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Thursday, February 24, 2022, at 10:00 a.m.
Via Zoom**

PRESENT:

Chair, David Glasson
Commissioner, Jan Davis
Commissioner, Tiffany Turner
Commissioner Steve Holland
Commissioner Julie Overby
Secretary, Jennifer Westerman

ABSENT:

Vice Chair Rebecca Chaffee

Staff Present:

Becky Phillips, Finance Manager
Linda Hanna, HR/Executive Assistant

Public Present:

Paul Plakinger, Pacific County
Mark Perez
Max Benson, Community Frameworks

1. Call to Order:

(a) Chair Glasson called the meeting to order at 10:01 a.m.

2. Changes and Additions to Agenda, if any:

3. Opportunity for Public Discussion:

(a) Mark Perez thanked the board for addressing the garbage situation in street and installing security cameras at Driftwood Point.

4. Staff Reports:

(a) Finance Manager, Becky Phillips reported on the JPCHA and Driftwood financial reports as presented in the Board packet. She stated that the financial reports for Pacific Pearl were different this month but would be corrected by the next Board meeting. Overall, properties are doing well, even with a few vacancies.

(b) Secretary Westerman reported on the JPCHA properties as outlined on the reports submitted by Katie Bonus (who was not present at the meeting). Overall occupancy is 91% for the four properties. This is attributed to difficulty in finding qualifies applicants.

Commissioner Turner asked why it was so difficult to find applicants. Ms. Westerman explained that due to the set standards for each unit it was difficult to find applicants who meet the specific criteria from the current waiting list. Commissioner Overby asked how many different sets of criteria were there for these units. Ms. Westerman replied that there

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were approximately 6 different types of criteria. Commissioner Turner suggested reaching out to the local school district's family advocate. Ms. Westerman asked her to send the contact information via email for follow-up.

A maintenance issue was found at the Eagles, where water was found in the basement. Staff is working hard to identify the source of the leak.

5. Consent Agenda:

(a) *Commissioner Turner motioned to pass the Consent Agenda. Commissioner Holland seconded the motion. Passed unanimously.*

6. Chairman and Secretary Reports:

(a) N/A

(b) Secretary Westerman gave her report as submitted in the board packet. The Driftwood project needs to have more environmental work done and she is pursuing various funding opportunities if there are cost overruns. Willapa Center project is running a bit behind due to lack of available trucks to assist with the pile driving. Commissioner Overby asked how far out the completion date will be pushed out due to this and Ms. Westerman indicated that they had no idea at this time. Ms. Westerman also informed the Board that there will not be a relocation of two residents at the Pacific Place Apartments. Instead, the two residents will be moving to vacant units upstairs.

7. New Business:

(a) Board Action: Resolution 22-01 Approve Feasibility Study for Raymond Manor, not to exceed \$10,000.

Commissioner Overby motioned to approve Resolution 22-01. Commissioner Davis seconded the motion. Passed unanimously.

8. Unfinished Business:

9. Executive Session:

(a) Chair Glasson called for an Executive Session at 10:19 am to discuss real estate development. Chair Glasson closed the Executive Session at 10:35 am. Chair Glasson called the regular JPCHA Board meeting back to order at 10:35 am.

10. Adjournment:

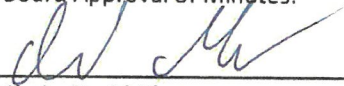
(a) Chair Glasson advised that the next Board Meeting will be on Thursday, April 21, 2022, at 10:00 a.m.

(b) Chair Glasson adjourned the meeting at 10:36 a.m.

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Respectively submitted by:
Jennifer Westerman, Executive Director


Board Approval of Minutes:



Chair, David Glasson

4/28/22

Date



Attest: Jennifer Westerman, Secretary, Executive Director

4/28/22

Date