

**MINUTES TO THE BOARD OF THE JOINT PACIFIC COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Tuesday, September 24, 2024, at 10:00 a.m.
Hybrid via Zoom and In Person**

PRESENT:

Chair David Glasson
Vice Chair Rebecca Chaffee
Commissioner Steve Holland
Commissioner Julie Overby
Commissioner Janice Davis
Secretary Jennifer Westerman

ABSENT:

Staff Present:

Alex Wallis, Finance Manager
Katie Bonus, Director of Operations
Elizabeth McGarry, Executive Assistant
Andrew Cummingham, Housing Development Coordinator

Public Present:

Mark Perez, City Council Long Beach

1. Call to Order:

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

2. Changes and Additions to Agenda, if any: None

3. Opportunity for Public Discussion:

4. Financial Reports:

(a) Mr. Wallis reported on the financial reports for July and August 2024 for JPCHA and Driftwood Point as submitted in the Board Packet.

5. Consent Agenda:

Couple of corrections need to be made to September Board Meeting Minutes, changes being made are correcting the word obtained to abstained. Chair Chaffee needs to read, Vice Chair Chaffee.

(a) Commissioner Holland made a motion to approve the Consent Agenda. Vice Chair Chaffee seconded the motion. Motion passed unanimously.

**MINUTES TO THE BOARD OF THE JOINT PACIFIC COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Tuesday, September 24, 2024, at 10:00 a.m.
Hybrid via Zoom and In Person**

6. Property, Secretary, and Chairperson Reports:

(a) Ms. Bonus gave the Property Report as submitted in the board packet.

Vice Chair Chaffee inquired about the waitlist numbers and wondering why they are in the hundreds and stated that we always mention the Eagles are four voucher units, but we don't say that for the other units. Is our waiting list 99% for the voucher supported units or are the longer waiting list numbers without the vouchers?

Ms. Bonus responded by saying the waitlist numbers come from the project based voucher units.

Vice Chair Chaffee also inquired if Wild Roots will be participating in the ECEAP Program and if they have a start date in mind?

Ms. Bonus responded by saying they have plans to, but also do not want to take away from South Bend's ECEAP Program. Ms. Bonus believes they are in talks with South Bend and believes the children will come from Working Connections. The program will start as soon as they get their licensing.

(b) Chair David Glasson gave the chair report. Chair David Glasson addressed a concern a City Council member had. The council member addressed why there is no playground equipment at Driftwood Point for the kids to play on and stated he would like to see a 'kids at play' sign on the street as kids are playing in the street. Chair David Glasson stated why the city would not put those signs up and it is because they are not a traffic sign. Chair David Glasson also stated that he met with another council member, Mark Prez, and a conversation came up that the playground space at Driftwood was not big enough and was talking about maybe expanding the Oregon right-a-way to use that as a park area. Chair David Glasson shared this so everyone knew what was going on.

(b) Ms. Westerman gave the Secretary Report verbally on Raymond Manor. As part of the deal for the purchase of Raymond Manor, the current owners agreed to replace the entry decks and the entry ramps to the property. In the process of them doing the work, they found rot under the building and specifically in the pilon beams directly under the ramps to the entry way. The repair was designed by the same structural engineer who designed Willapa Center. This repair should be completed by the end of this month. We did extend the purchase and sale agreement in order to give us more time for feasibility and extended the feasibility date until October 6th.

**MINUTES TO THE BOARD OF THE JOINT PACIFIC COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Tuesday, September 24, 2024, at 10:00 a.m.
Hybrid via Zoom and In Person**

This also gave us time to complete the meth testing from the Department of Commerce and we were able to get a structural engineer in. The preliminary report is water damage around the perimeter of the building and in the posts, which is a significant repair but not undoable.

Vice Chair Chaffee stated that she would certainly like to move forward, and it would be a huge loss to see Raymond Manor go to market rate. She also asked if there was an update on Raymond House? Secretary Westerman stated we have the technical assistance contract with Office of Rural and Farmworker Housing (ORFH) and they are preparing the grant application to Enterprise to cover feasibility, so we should be able to get funds outside of JPCHA for feasibility on the project. We found out that USDA has not yet approved prepayment on the property, which gives us more time to determine if we should make an offer.

Secretary Westerman gave an update on Alder House. She stated that Alder Housing is going well and while we have had change orders due to rot that has been found in the building, our contingency continues to be sufficient. On the North end of the building, we are completely replacing the siding because that end gets the most rain and have decided to go with Hardie Board siding so it will hold up better in the weather. They also found rot in the alcove walkway and most of that needed to be replaced. We are also putting Alder House on the waiting list for additional funds in the event it is needed. Right now, we are good on contingency funds and the solar bids are coming in lower than budgeted.

7. New Business: Board Action: None

8. Unfinished Business: None

9. Executive Session: None

10. Adjournment:

(a) The next Board Meeting will be on Tuesday November 26, 2024 at 10:00 a.m.


(b) Chair Glasson adjourned the meeting at 10:29 a.m.

Respectively submitted by:

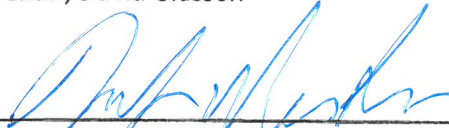
**MINUTES TO THE BOARD OF THE JOINT PACIFIC COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Tuesday, September 24, 2024, at 10:00 a.m.
Hybrid via Zoom and In Person**

Jennifer Westerman, Executive Director

Board Approval of Minutes:



Chair, David Glasson 11/26/24
Date



Attest: Jennifer Westerman, Secretary, Executive Director 12/3/24
Date