



# HOUSING OPPORTUNITIES

— of SW Washington —

*Connecting people to homes, hope and opportunity. Jennifer Westerman, CEO*

## **BOARD OF COMMISSIONERS MEETING**

**September 29, 2025, at 4:00 p.m.**

**In Person and Zoom**

### **PRESENT:**

Chair Marchelle Knapp  
Commissioner Dixie Kolditz  
Commissioner Allan Rudberg  
Commissioner David Vasquez  
Commissioner Rayleen Aguirre  
Secretary Jennifer Westerman

### **ABSENT:**

Vice Chair Sue Lantz

### **STAFF:**

Katie Bonus, Director of Operations  
Alex Wallis, Finance Manager  
Elizabeth McGarry, Executive Assistant  
Cecilia Larson, Rent Assistance Program Manager  
Rhonda Compton, Supportive Services Program Manager  
Lisa Lopez, Finance Director  
Patti Olson, Regional Property Manager  
Laura Jackson, Housing Developer

### **PUBLIC:**

MaryAlice Wallis, Longview City Council

## **1. CALL TO ORDER**

a) Chair Knapp called the meeting to order at 4:05 pm.

## **2. CHANGES AND ADDITIONS TO AGENDA, IF ANY: no**

Updated Utility Allowance documents were emailed to the Board, reflecting slight changes in the figures.

## **3. OPPORTUNITY FOR PUBLIC DISCUSSION: N/A no public discussion**

## **4. FINANCIAL REPORTS:**

a) Ms. Lopez provided financial reports for July 2025 for HOSWWA and Lilac Place, as provided in the Board Packet.



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## 5. CONSENT AGENDA:

- a) *Commissioner Rudberg made a motion to approve the Consent Agenda. Commissioner Aguirre seconded the motion. Passed unanimously.*

## 6. STAFF REPORTS

- a) **Voucher Status:** Ms. Larson gave the Voucher Status Report as provided in the Board Packet.

Chair Knapp inquired about the utilization of the Firstenburg Grant. Ms. Larson responded by saying the \$50,000 from the Firstenburg Grant is being used to support residents move in costs. \$20,000 is allocated for move-in costs such as deposits, application fees, and related expenses, addressing the common barrier of upfront housing costs. The remaining \$30,000 is designated for Housing Navigation services under the Housing Choice Voucher Program.

- b) **Property Summaries:** Ms. Olson gave an update on the Property Report as provided in the Board Packet.
- c) **Supportive Services Division:** Ms. Compton gave an update on the Supportive Services Division as provided in the Board Packet.

## 7. CHAIR AND SECRETARY REPORTS

- a) **Secretary Report:** Secretary Westerman gave an update on the secretary report as provided in the board packet.

Secretary Westerman reported an upcoming meeting with Peace Health and other providers to identify funding gaps at the federal and state levels. She noted that the TBRA (Tenant-Based Rental Assistance) Grant is currently lower than normal, which will impact 25 at-risk families who were intended to transition to HCV (Housing Choice Voucher) program. However, due to a lack of available funds in the HCV program, those transitions are currently not possible. Secretary Westerman also stated that HUD recommended transitioning the 36 households to the HCV Program before their current funding ends in December 2026, but this is not feasible due to insufficient HCV funds. With all this combined, there is going to be rolling consequences from this, and as a community we need to be braced for it.



**8. NEW BUSINESS:**

- a) Board Action: Motion to approve Resolution 25-12 Payment Standards

We are requesting that we stay at 100% FY 2026.

*Commissioner Kolditz made a motion to approve Resolution 25-12 Payment Standards. Commissioner Vasquez seconded the motion. Passed unanimously.*

- b) Board Action: Motion to Approve 2026 Utility Allowance Schedule

*Commissioner Kolditz made a motion to approve 2026 Utility Allowance schedule. Commissioner Vasquez seconded the motion. Passed unanimously.*

- c) Board Discussion: Wage Compensation

Secretary Westerman provided an overview of the new wage schedule as completed by NAHRO. The new wage structure meets comparable salaries ensuring fair and competitive compensation.

*Commissioner Rudberg made a motion to approve Wage Compensation. Commissioner Kolditz seconded the motion. Passed unanimously.*

- d) Board Action: Resolution 25-13 Annual Budget for Fiscal Year 2026

Secretary Westerman presented the annual budget FY 2026. Funding is uncertain until the federal budget is approved, so adjustments may be needed. A budget revision is expected next year.

*Commissioner Rudberg made a motion to approve Resolution 25-13 Annual Budget for fiscal year 2026. Commissioner Vasquez seconded the motion. Passed unanimously.*

**9. UNFINISHED BUSINESS:** None

**10. EXECUTIVE SESSION, IF ANY:** No

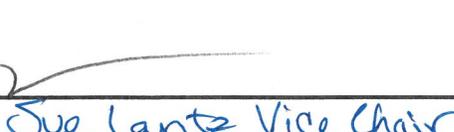
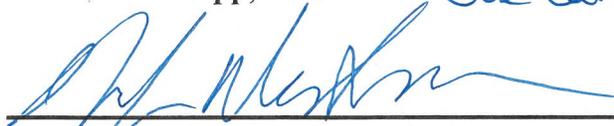
**11. ADJOURNMENT:**

- a) The next regular meeting will be Monday, October 27, at 4:00 p.m.



b) Chair Knapp adjourned the meeting at 5:04 p.m.

**Board Approval of Minutes:**

 _____ Marchelle Knapp, Chair	 _____ Sue Lantz Vice Chair	_____ Date
 _____ Attest: Jennifer Westerman, Secretary		_____ Date

