



JOINT PACIFIC COUNTY HOUSING AUTHORITY

820 11th Ave. Longview WA 98632

BOARD OF COMMISSIONERS MEETING

July 29, 2025, at 4:00 p.m.

In Person and Zoom

PRESENT:

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

ABSENT:

Staff Present:

Alex Wallis, Finance Manager
Lisa Lopez, Finance Director
Katie Bonus, Director of Operations
Elizabeth McGarry, Executive Assistant
Patti Olson, Regional Property Manager

Public Present:

Abigal Mack

1. Call to Order:

(a) Chair Glasson called the meeting to order at 10:07 a.m.

2. Changes and Additions to Agenda, if any: No

3. Opportunity for Public Discussion:

4. Financial Reports:

(a) Ms. Lopez reported on the financial reports for May and June 2025 for JPCHA and Driftwood Point as submitted in the Board Packet.

Vice Chair Chaffee inquired about our increase in insurance costs and why that is happening.

Secretary Westerman responded by saying, it is a hard insurance market and everyone is experiencing increases. The fires in California affected our pool and raised costs but costs are increasing due to natural disasters everywhere. Secretary Westerman also stated that we

participate in a housing risk retention pool every year, our price is usually a little lower than market rates. They did require us to increase the insurance cost to cover the cost of our buildings better.

Chair Glasson also stated that he had a conversation with the South Bend school district, and they were saying the same thing about the rates going up.

5. Consent Agenda:

(a) *Commissioner Snyder made a motion to approve the Consent Agenda. Vice chair Chaffee seconded the motion. Motion passed unanimously.*

6. Property, Secretary, and Chairperson Reports:

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

Commissioner Snyder inquired about the waitlist wondering if it could be modified so that they indicate if they need a voucher or not so we don't have any delays or backouts. Ms. Olson responded by saying, we don't believe that the waitlist can be modified. The tenants are aware when we contact them that it is a non-voucher unit.

Vice Chair Glasson inquired about why Rivers Edge and Alder House don't have a summary for the properties. Ms. Olson responded, the properties are so new that there is not much to report but we will add them next meeting.

(b) Secretary Westerman gave her report as provided in the Board Packet.

Secretary Westerman also stated, due to the shortfall on funding, a request to immediately stop portability requests to higher cost areas was made to HUD. HUD approved this request and will monitor our funding levels to determine when we will be able to offer portability to other areas again. We are encouraging everyone to send letters to congress telling them why we need affordable housing.

Vice chair Chaffee inquired, if a participant loses a voucher or we can't provide one for them, what happens and do they have to move out right away. Secretary Westerman responded by saying they can move out or they can stay and pay the rent.

7. New Business:

(a) Board Action: Motion to approve forward with changing management agent at Pacific Place

This is a motion to approve taking over the management of Pacific Pearl. Currently AdWest manages the property. Now that we are fully staffed, we would like to manage the property. We are looking for you to approve this change so that we can take the next steps in contacting USDA and AdWest.

Vice Chair Chaffee made a motion to approve changing management agent at Pacific Place. Commissioner Holland seconded the motion. Motion passed unanimously.

(b) Board Action: Discussion regarding Ilwaco project

Towards the beginning of the year we were contacted by a private resident about the opportunity to potentially partner on a redevelopment of an historic building in Ilwaco. In May HOSWWA/JPCHA staff conducted a site visit and visual inspection. The structural masonry and exterior walls are not seismically reinforced, significant water damage on non-pressure treated wood and organic growth on some of the walls.

While this building represents an amazing opportunity to bring back a historic building and more rentals in the community, at this time, and with our current obligation and funding, we do not feel it is sensible to take on such an expensive and intense project.

8. Unfinished Business: None

9. Executive Session: None

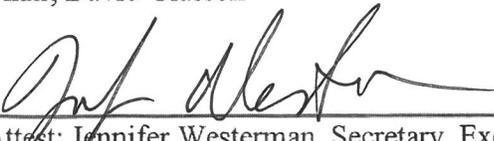
10. Adjournment:

(a) The next Board Meeting will be on Tuesday September 30, 2025, at 10:00 a.m.

(b) Chair Glasson adjourned the meeting at 10:52 a.m.

Respectively submitted by:
Jennifer Westerman, Executive Director

Board Approval of Minutes:

	9/30/25
Chair, David Glasson	Date
	9/30/25
Attest: Jennifer Westerman, Secretary, Executive Director	Date