

**HOUSING OPPORTUNITIES OF SW WASHINGTON
BOARD OF COMMISSIONERS REGULAR MEETING**

April 22, 2016

Monday, at 4:00 PM

820 11th Avenue

Longview, WA.

Minutes to Regular Meeting

Chairperson Bashor-Sarancik called the meeting to order at 4:00 PM.

Present

Absent

Commissioners

Lori Bashor-Sarancik, Chair
Linda Brigham, Vice Chair
Wayne Ostermiller, Commissioner
Bruce Fischer, Commissioner
Peter Bennett, Commissioner
Floyd "Gus" Nolte, Commissioner
Chris Pegg, Secretary, CEO

Staff

Vickie Rhodes, Housing Programs Manager
Katie Bonus, Asset Manager
Jon Dieter, Director of Community Services
Becky Phillips, Finance Manager
Gary G. Gray, Admin. Asst.
Kim Stewart, Property Manager

Guests

Sam Rubin, COG Staff
Jeanne Daggett

CHANGES AND ADDITIONS TO THE AGENDA: Chairperson Bashor-Sarancik requested the presentation on the Cowlitz County 100 Day Challenge be moved to immediately following the Chairman/Secretary reports so presenters could leave if desired. The Board agreed by consent.

PUBLIC COMMENT: No comments

BOARD COMMITTEE REPORTS: Finance Committee – Commissioner Fischer provided a general report to the Board. The committee discussed the receipt of the deferred developer's fee from Lilac Place and payment on the internal loan. A final decision on this will be made during the development of the budget for

The Board also discussed the Property Management reports provided by Katie Bonus, Asset Manager. There were questions about our service animal policy and pet deposits. There was also discussion about lease up goals for the projects. All questions were answered satisfactorily.

CONSENT AGENDA:

- Approve Minutes of March 22, 2016 Regular Board Meeting
- Approve March 2016 Vouchers As Paid
- Approve March 2016 Write Off of Uncollectible Debts
- Approve March 2016 Financial Reports
- Approve Lilac Place March 2016 Vouchers As Paid
- Approve Lilac Place March 2016 Financial Reports

Commissioner Fischer moved to Approve Consent Agenda as presented.

Commissioner Ostermiller seconded the motion.

Discussion – None

Motion passed unanimously.

CHAIRMAN AND SECRETARY REPORTS:

Secretary Pegg updated the Board on the schedule of events for the Open House event scheduled for Tuesday, May 17th. She also informed the Board of an application that would be submitted to the Cowlitz County Commissioners for funding to complete rehab work on Beechwood Apartments. Secretary Pegg also reported on the employees selected as Employees of the Year for 2016 – Rob Smith and Jennifer Hutcheson. She reminded Board members of the need to complete Open Public Meetings Act training available online. She requested copies of the completion certification as documentation of compliance. Commissioner Nolte reported he had completed the training. Secretary Pegg invited Board members to dinner at her house on July 25th following the Board meeting as a thank you for their service.

NEW BUSINESS:

Presentation on Cowlitz County 100 Day Challenge: Sam Rubin, Community Development Planner for CWCOG and Kim Stewart, Property Manager for HOSWWA, presented a report on work to date on the 100 Day Challenge to End Family Homelessness in Cowlitz County. The report also included information on homelessness and the most recent Point In Time counts. Discussion followed. Secretary Pegg informed the Board that staff was considering development of a limited local preference for families referred by Coordinated Entry. A recommendation would be made to the Board during the May meeting. No action was taken.

UNFINISHED BUSINESS:

Strategic Plan Action Item: Creation of a Regional Advisory Council – Review of proposed by-laws: Secretary Pegg and Jon Dieter, Director of Community Services, presented the Board with draft by-laws for the creation of a regional advisory council. Discussion followed with the Board expressing concern about the specificity of the document. Chairperson Bashor-Sarancik suggested a committee be formed to discuss the concerns in greater detail, to review the proposed document with staff and develop a draft document for future consideration by the Board. Commissioner Nolte volunteered to assist with the work. Chairperson Bashor-Sarancik volunteered as well and appointed Commissioner Nolte to work with Secretary Pegg, Jon Dieter and Gary Gray on development of an alternative draft document for future presentation to the Board.

EXECUTIVE SESSION: None Scheduled

SCHEDULING OF NEXT REGULAR MEETING:

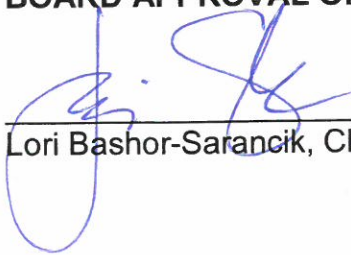
Next Regular Board Meeting scheduled for May 23, 2016.

There being no further business to discuss, Chairperson Bashor-Sarancik adjourned the board meeting at 6:10 PM.

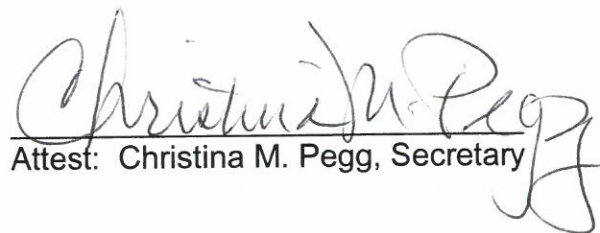
Respectfully submitted by:

CHRISTINA M. PEGG
Secretary

BOARD APPROVAL OF MINUTES



Lori Bashor-Sarancik, Chairperson



Attest: Christina M. Pegg, Secretary