

MASON COUNTY HOUSING AUTHORITY MINUTES

MINUTES OF A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF MASON COUNTY (MCHA) HELD AT 9:30 A.M. ON **DECEMBER 1, 2009**, BY TELEPHONE CONFERENCE.

1. **CALL TO ORDER AND ROLL CALL:** Chair Wallace called the meeting to order at 9:40 a.m. Roll call was as follows:

Present:

Chair Merrill Wallace
Commissioner Carolyn Malanowski
Commissioner Michael Neher
Commissioner Gayle Weston
Commissioner Jeannie Gruber

Absent:

Also Present:

Wendy Pearsall, Legacy Regional Manager
Tom Drake, Longview Housing Authority

2. **MINUTES:** No prior meeting minutes were discussed as this was a special meeting.
3. **PUBLIC COMMENT:** None
4. **NEW BUSINESS:**

- 4.1 **APPROVAL OF 2010 BUDGETS FOR PINE GARDENS & KNEELAND PARK.**

Chair Wallace asked if everyone received the revised budget sent out this morning by email. Wendy stated that the revisions were necessary because the rent rolls were not computing across/down the spreadsheets correctly and had to be fixed. Those board members who had received the revisions did not have adequate time to review them just prior to the meeting. Chair Wallace asked the board if they would be willing to table the budget approvals until the next meeting, so that there was adequate time to review them and prepare questions before approval. Tom Drake stated concern about waiting too long to approve and submit these budgets, since it may cause a delay in getting the rent increases approved by HUD. Wendy Pearsall stated that as long as either the approved budgets or the OCAF (Operating Costs Adjustment Factors) Rent Adjustment Worksheets were submitted by today, that we would be in compliance with HUD and not face any delay in obtaining approval for our proposed rent increases. She will be submitting the OCAFs today.

Further discussion and approval of the 2010 budgets is on the agenda for the next regularly scheduled meeting, which will be on December 17, 2009 at 8:30am, Mason County Commissioner Chambers.

- 4.2 **APPROVAL OF REQUEST BY THE HOUSING AUTHORITY F MASON COUNTY FOR LOCAL 2060 & 2163 FUNDING.**

Chair Wallace asked Cmmr. Gruber to lead the discussion and field questions on this agenda item.

Cmmr. Gruber directed the board's attention to an email that she sent to Chair Wallace on November 24, stating that after the November 19 meeting of the Mason County Housing Coalition, she spoke with Kim Klint (the meeting facilitator) on this topic. (Kim is the

executive director of Mason Matters and has served as a liason between Mason County and the Housing Coalition in the past few years, especially in matters concerning the expenditure of local 2060 and 2163 funding, which is monitored and approved by the County but based strongly upon the recommendations of the Housing Coalition.)

Cmmr. Gruber informed the Housing Coalition at the last meeting (Nov. 19), that the MCHA Board is formulating a request from either or both funds (to be clarified in further discussion with the Housing Coalition). The request would consist of two parts, both in support of Pine Gardens: a one-time capital investment of \$110,000 to compensate for the overall budget shortfall, and also \$24,000 per year to subsidize four units by \$500.00 per month, in order to house lower-income households. Cmmr. Gruber also explained that the application process is extremely simple and informal, but will require explanation and that there will be questions from the Housing Coalition, as well as the County, regarding the exact reason for the funding need. Both Cmmrs. Gruber and Malanowski stated that they have recently requested updated account balances from the County on both funds, but have not yet received a detailed accounting of either, most likely due to recent requests in progress as well as tremendous hardship and cutbacks with County financial personnel. Cmmr. Wallace had accessed a copy of the Homeless Plan as of 2006, but this plan of course features projections that were made prior to the economic downturn, which has had a negative impact on the funds.

Cmmr. Wallace asked the board whether or not this request should be tabled until after the next MCHA board meeting. Cmmr. Malanowski stated that this request should be made to the Housing Coalition as soon as possible, since other requests may establish a funding queue, and getting the MCHA request on the table as soon as possible would only expedite things. Cmmr. Gruber stated her intention to speak again in detail with Kim Klint, prior to the next Housing Coalition meeting, regarding the MCHA funding request.

Tom Drake pointed out that only three units at Pine Gardens could be subsidized, since one of those was being used to house an on-site employee. Cmmr. Neher asked that a summary of talking points be furnished to present to the Housing Coalition. Chair Wallace proposed that it would be most appropriate if Wendy Pearsall were to produce statements supporting the need for the \$110,000 for the budget shortfall, and Tom Drake were to furnish the outline for the plan to subsidize the three units. Both Wendy and Tom agreed to do this as soon as possible.

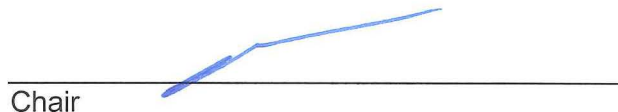
Cmmr. Wallace asked if additional MCHA commissioners should or would be present at the next HC meeting. Cmmrs. Neher, Gruber and Malanowski stated that they would attend.

5. FUTURE MEETINGS: December 17, 2009.

6. ADJOURNMENT:

There being no further business, Chair Wallace called for motion to adjourn meeting at 10:08 a.m. Cmmr. Malanowski made the motion; Cmmr. Gruber seconded. Chair Wallace called for question. None opposed. Motion carried.


Executive Secretary


Chair

SEAL:

