

MASON COUNTY HOUSING AUTHORITY MINUTES

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF MASON COUNTY (MCHA) HELD AT 2:30 P.M. ON **March 20th, 2024**, IN PERSON AT MASON COUNTY PUBLIC HEALTH DEPARTMENT CONFERENCE ROOM AND ONLINE VIA ZOOM

1. **CALL TO ORDER AND ROLL CALL:** Becky Cronquist called the meeting to order at 2: 30 pm. Roll call was as follows:

Present: George Blush, Dan Armstrong, Dale Elmlund, Becky Cronquist

Others present: Cheryl Craig – Mason County Public Health

Public Comment: None

Chairman comments: None

2. **Adoption of Agenda:** George Blush motioned to adopt the agenda, seconded by Dale Elmlund. Unanimously accepted.
3. **Approval of Minutes:** Approval of March minutes tabled until April meeting.
4. **New business** – Dan Armstrong

New Business –

Burn Units Update w/ Dan Armstrong –

- a. I have been working with Seth and the contractor to push this progress along, dry wall is done, texturing done, and now we will have updates weekly on progress. We are shooting for the end of the month for completion.

Fairmount #40 Eviction Process –

- b. The resident is out, unit is trashed, we are still dealing with the HUD complaint that they filed. Now HUD wants to interview all of us to get statements, so hopefully within the next month we will have that resolved. We will not have to wait for the complaint to resolve to repair and rent the unit.

Fairmount Roof Replacement –

- c. Starting Thursday, we are getting the last of the roofs replaced, after this, Fairmount and Goldsborough will have new roofs with new vents and nothing left to replace.

Status of Fairmount Tree Removal -

- d. We started today, left 2 in front, 2 on side to be done next week, but almost all are out of there. The original bid was \$45k, Brian got us a bid for \$9,300 and some change, granted that they get to haul and keep the wood which was okay for us.

Landscaping Beautification Process –

- e. We have had 2, 15-yard dump trucks delivered, 1 for Fairmount play chips for the playground to keep up to code and have adequate padding, it's almost full now and shouldn't have to be worried about for a couple of years. We've done a 15-yard dump of beauty bark at Goldsborough, the flower beds are to be cleaned out and beauty barked and this will help with residents being happy at a nice visual and also help with bugs, we will need a couple of loads for Fairmount, and we can move on after finishing.

Switching Financial Institutes for MCHA –

- f. The group discussed switching to Peninsula Credit union and George brought up that MCHA is not allowed to use a credit union, the establishment must be FDIC insured and credit unions are not. Dan will research this further and clarified that this will not be subsidy funds. George and Dan plan to investigate further before bringing this conversation back to the next meeting in April.

5. Old business – Dan Armstrong

Financial Update –

- g. We have about \$3,800 coming in monthly from the sale of Kneeland, we had with the sale of Pine Garden, money that was owed to the Bremerton Housing Authority in excess of \$170k, and that debt was paid with the closing of the sale.
- h. ARPA funding with the county – the check was issued to the county, so that is closed and done with.
- i. The Pine Garden sale was completed, just signed off on them being able to take the first \$25k out of escrow to process backed certs, we hope to see the money coming in from backed certs and I estimate to see an excess of \$120k of backed certifications. Hopefully nothing else to do with Pine Gardens will pop up. Water, utilities, all backed debts should be paid.
- j. Getting scheduled to paint both Fairmount and Goldsborough, we have 1 bid so far, approximately \$93k to paint both. 2 more bids to come in as comparison to see if we can get down to the \$75k range. We wanted to see on our 2024 budget, it said \$30k, I had no idea what it would have cost. I would like a motion to increase by \$60k, which would make it \$90k total and allow for some flexibility.

George made a motion that we raise the limit on the painting budget, up to \$100k, in case of any overages. I'd like to see this help us avoid replacing siding. The motion was seconded by Dale. Approved.

Office Space Progress –

- k. I got a contract and order placed for the cargo container, 9 high by 8 wide. We will frame up a 10x10 square with flooring, drywall, lights and all of that will be the

MCHA office. Also, the storage unit, Fairmount is full of building supplies and appliances, Goldsborough is the same, the cargo container will help immensely for storage of these things.

Good of the Order:

- l. April 12th at 10 am, audits of files at Fairmount are to occur, and have already been set up with Raven said Becky.
 - m. Unit #35 is being cleaned up, Catholic Community Services has come in and started helping, another inspection today and sent office of violations of having too much stuff, etc, Dan said. We have been doing property walks every week. I've noticed in the last month, you can have great staff but unless a 3rd person coordinating it can be hard to track, it takes a lot of engagement from the board to keep it going and make sure what needs to be done gets done.
2. **Questions** – None
3. **Future meeting is April 17th, 2024**
4. **Adjournment of meeting**, motioned by Dale Elmlund, seconded by George Blush. Meeting adjourned.