

**HADCO**  
**Board Meeting Minutes**  
**April 24, 2025**

**PLACE:** HADCO Conference Room

**TIME:** 12:31 PM

**ATTENDEES**

Commissioners: Chris Spens, Jerry Griese, and Donna Bosier. Jeff Cooley and Mike Baker were absent.  
HADCO Leadership: Janeal Kohler and Jamie Ambrosini.

**READING & APPROVAL OF MEETING MINUTES**

Commissioner Spens motioned to approve March 27, 2025, HADCO Board meeting minutes. Commissioner Bosier seconded. No additional discussion. All in favor; motion passed.

**REPORT OF THE SECRETARY**

The financial statements are a draft of the final numbers for the fiscal year ending March 2025. AMP1 is no longer in the red; it was in the red for several months during the fiscal year. Last minute draws and increases in subsidies brought the totals for the year up. AMP2 and Section 8 performed well throughout the year. HUD does not ask to look at year-end financials; they just look at the audit.

The flooding at the Gateway Village property was reported last month. Repairs are underway and going smoothly. Four families were displaced due to the flooding. The goal is to repair the units as quickly as possible and return the tenants to their homes.

The Rose Apartments is for sale. The property is currently owned and managed by NeighborWorks Umpqua. Janeal is meeting with an investor next week to discuss the property. Additionally, Janeal was asked to help explore options to keep the property available as affordable housing. It is an historical site. There's a couple more years left on the contract. The property cannot accept Section 8 vouchers due to its funding source.

**PUBLIC COMMENT:** None

**BILLS, BOARD COMMUNICATIONS AND DISCUSSION ON PUBLIC COMMENT:** None.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS**

Resolution 2174 – Annual SEMAP Report: The report is a self-certification of certain aspects of the Section 8 department. HUD then compares the report to monthly uploads to HUD regarding Section 8 activities. The result is a score of the quality of the Section 8 program management. The report must be submitted to HUD with board approval by May 31. Commissioner Spens motioned to approve Resolution 2174. Commissioner Bosier seconded. No additional discussion. All in favor; motion passed.

Resolution 2175 – Approval to Procure Capital Needs Assessment Services: The assessment is required as part of the conversion of Low Rent Public Housing to Section 8 project-based vouchers. The report is not required for the application, but it is required before the transaction is finalized for closing. The final report will be a 20-year needs assessment for all public housing properties. The assessors will travel to Douglas County and assess the properties in person before submitting their final report.

The public housing department completes an internal needs assessment at least every five years, but the conversion requires a third-party assessment. Two bids were received from the request for proposals. The bid amounts were within a few dollars of each other. All other aspects of the bids, including qualifications, were quite competitive. The resolution seeks board approval to award the contract to AEI; theirs was the slightly lower bid.

Commissioner Spens motioned to approve Resolution 2175. Commissioner Bosier seconded. No additional discussion. All in favor; motion passed.

**ADJOURNED:** 12:49 PM