

**MINUTES OF THE
BOARD OF COMMISSIONERS OF
HOUSING AUTHORITY OF JACKSON COUNTY**

June 26, 2025

CALL TO ORDER: Lori Magel called to order the meeting of the Board of Commissioners at 12:08 p.m. The meeting was held in person.

ROLL CALL: The following persons were present

Commissioner, Lori Magel
Commissioner, Milan Hanson (arrived at 12:38 pm)
Commissioner, Rosemary Hernlein
Commissioner, Therese MacGregor
Commissioner, Teresa Gaglio

ABSENT: Commissioner, Jay Stormberg
Commissioner, Pat Stoddard

VISITORS PRESENT: None

EMPLOYEES PRESENT: Brian Conover, Director of Finance
Ryan Haynes, Director of Development
Cara Carter, Director of Real Estate Operations
Cindy Tepas, HR Manager
Jennifer Jennings, HCV Program Director
Dianna Berry, Asset Manager
Ray Garcia, Accounting Supervisor/Lead Accountant
Beth Siewell, Property Operations Manager
Zuheyr Rizo, Office Manager

APPROVAL OF MINUTES OF PREVIOUS MEETINGS:
The minutes of April 17, 2025, were approved as presented.

HEARING OF VISITORS/ITEMS NOT ON THE AGENDA: None

NEW BUSINESS:

Reappointment for a 4-year term: Rosemary Hernlein and Terese MacGregor were reappointed. Lori Magel motioned for approval, Theresa Gaglio seconded, and the motion passed unanimously.

Approval of Resolution 2025-05: Authorizing a Contract for Snowberry Brook Apartments for the Painting of Exterior Buildings. Therese MacGregor motioned for approval. Rosemary Hernlein seconded the motion. The resolution passed unanimously.

Approval of Resolution 2025-06: Adoption of COLA; Rosemary Hernlein motioned for approval. Therese MacGregor seconded the motion. The resolution passed unanimously.

Approval of Resolution 2025-07: Approval to Enter into Contract with MCS PHA Web Software. Therese MacGregor motioned for approval. Rosemary Hernlein seconded the motion. The resolution passed unanimously.

FINANCIALS: Brian Conover presented an overview of the April financials.

BILLS AND COMMUNICATION: None

DEPARTMENT REPORTS:

Ryan Haynes

Orchard and Prescott Apartments saw a high volume of leases completed in a short period—great work by the leasing team. For Allen Creek Crossing in Grants Pass, we anticipate closing on financing by August 18, 2025, and will present a related resolution at the next board meeting. Adroit was the lowest bidder among three qualified firms.

Drafting required policies and procedures for the Community Development Block Grant (CDBG) program. Drafts will be submitted to the state for feedback, and final versions will be presented at the next board meeting.

We're exploring opportunities for permanent supportive housing in partnership with Maslow and reviewing potential development sites. The Ashland YMCA has approached us about support for a new facility in the Talent area that could include co-located early childhood services and housing. HAJC may assist with development fees due to the housing component.

A previously considered site for a 4% LIHTC project through MURA is no longer viable for housing; however, there is discussion about using it for a navigation center and shared service space.

Royal Oaks currently has 40 units on site, and leasing is underway. We anticipate full occupancy by the end of the year, and an open house may be planned once leasing is complete.

SECRETARY'S REPORT: None

UNFINISHED BUSINESS: None

Adjourned to Executive Session 12:35 p.m.

The regular meeting was adjourned at 12:39 p.m.

DATED: _____

7-17-25

ATTEST: _____

Jason Elzy, Secretary



Lori Magel, Board Chairperson