



**Peninsula Housing Authority**  
*Serving Clallam and Jefferson Counties*

**Board of Commissioners**  
**REGULAR BOARD MEETING MINUTES**  
Wednesday, July 20, 2016 at 1:00 p.m.

The Public is invited to attend the Regular Meeting of the Board of Commissioners at:  
Jefferson County Courthouse – Commissioners Meeting Room  
1820 Jefferson St.  
Port Townsend, WA

**CALL TO ORDER**

The meeting was called to order at 1:02 p.m. by Commissioner Weed.

**ROLL CALL**

Present were: Commissioners Weed, Turner, Lindholm, Shusterman, Rymph and Teal. Staff members present were Executive Director Kay Kassinger, Legal Counsel Chris Riffle, and Executive Administration Specialist Minna Angevine. Paul Purcell, guest. Absent were Commissioners Tinker and Koelsch, excused.

**REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA**

None

**COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA**

None

**CONSENT AGENDA**

Approval of consent agenda: Executive Director Kassinger's June Timesheet, June Regular Meeting Minutes, June Check Registers excluding Outpost and Self Help 523 Grants 5 and Self Help 502 Loans. Moved by Commissioner Shusterman, seconded by Commissioner Teal. Voice Vote. Approved.

Outpost June Check Registers. Moved by Commissioner Lindholm, seconded by Commissioner Rymph. Voice vote. Approved.

Self Help 523 Grant 6 and Self Help 502 Construction Loans June Check Registers. Moved by Commissioner Rymph, seconded by Commissioner Shusterman. Voice Vote. Approved. Commissioner Teal abstained.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Kassinger presented a written report and asked if there were any questions prior to her proceeding with her verbal report.

Executive Director Kassinger reported on a follow up of how many Housing Choice Vouchers were classified as Elderly and/or Disabled clients. In Jefferson County of the 146 vouchers that are leased, 43 vouchers are classified Elderly/Disabled clients, 15 vouchers are Elderly clients and 48 vouchers are Disabled clients. A total of 73% of the vouchers leased up in Jefferson County are being utilized by Elderly and/or Disabled clients. In Clallam County of the 465 vouchers leased up, 50 vouchers are

leased by Elderly/Disabled clients, 15 vouchers are leased by Elderly clients, and 244 vouchers are lease by Disabled clients. A total of 67% of all vouchers leased in Clallam County are being used by Elderly and/or Disabled clients.

Executive Director Kassinger reported that Peninsula Housing Authority received the 2016 Family Self Sufficiency award of \$94,170 from HUD. This will continue the program through the 2017 calendar year.

Executive Director Kassinger reported that Peninsula Housing Authority has officially received approval of our Demolition and Disposition application for the additional 27 units in phase 1 of the Mount Angeles View redevelopment. This approval will also allow the sale of the property to the Boys & Girls Club for below market value.

Executive Director Kassinger passed along that Commissioner Koelsch had met with Sequim City officials and clarified the use of Sunbelt Apartments as housing clients of Serenity House that were displaced as a result of the demolition of the existing building when the new City Hall was built in Sequim.

Executive Director Kassinger will be giving a Mount Angeles View update at the August Board Meeting.

Executive Director Kassinger received a phone call from Mr. Larry Sell with Central Sierra Investors to talk about building 41 units of Market Rate apartments for 55 and up senior housing at the Manresa Castle. Mr. Sell was looking for market information for the area.

### **REPORTS FROM COMMISSIONERS**

Commissioner Rymph had nothing to report

Commissioner Shusterman had nothing to report.

Commissioner Weed had nothing to report.

Commissioner Turner would like more details of when and where to sign up for Clallam County Fair shifts in the Self-Help booth.

Commissioner Teal had nothing to report.

Commissioner Lindholm had nothing to report.

### **OLD BUSINESS**

Covered in Director's report

### **NEW BUSINESS**

Paul Purcell, President of Beacon Development, gave a presentation on Affordable Housing Development. Beacon Development has been involved with 82 affordable housing projects, for \$650 million in the State of Washington over the last eighteen years.

Mr. Purcell reported that one of the biggest challenges, currently, for affordable housing is that operating costs are not being met with rents that are charged based on tenant income in most areas. Some function of subsidy is needed to fund the project on an ongoing operating basis, not just capital.

Funding for capital projects subsidizes the building of the project with little to no debt through local, state or federal funding sources such as local property tax levies, direct Community Development Block Grants, Housing Opportunities funds and/or Tax Credit partnerships. The funding levels of most of

these programs have been drastically cut in recent years posing challenges for getting affordable housing projects going. In 2017, the Washington State Department of Commerce Housing Trust Fund has \$25 million available for awards however there are \$192 million in proposed projects submitted to the Department of Commerce. Tax Credits fund approximately 90% off all affordable housing project developments. In Washington State, \$120 million a year of affordable housing developments are tax credit projects.

Mr. Purcell opened the floor for a question and answer period of approximately 35 minutes to the public that attended his presentation.

**Next Meeting:**  
Wednesday, August 17, 2016 at 1:00 p.m.  
Clallam County Courthouse – Commissioner’s Meeting Room  
223 E 4<sup>th</sup> Street  
Port Angeles, WA 98362

**Adjournment:** The meeting adjourned at 2:37 p.m.

  
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**Secretary**

  
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**Board Chair**

Seal:

