

Housing Authority of the County of Clallam

Board of Commissioners
REGULAR BOARD MEETING MINUTES
Thursday, March 3, 2011 at 10:00 a.m.

The Public is invited to attend the meeting of the Board of Commissioners at:

The Board Room
2603 S. Francis Street, Port Angeles, WA

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:00 a.m. by Commissioner Turner.

Present were: HACC Commissioners Turner, Easling and Fleck, PHA Commissioner Hamilton and Attorney Dave Neupert. PHA Commissioner Teal participated via conference call. HACC Commissioner Boardman was excused from the meeting. Staff members present were Executive Director Pam Tietz, Director of Acquisitions and Development Kay Kassinger, and Executive Assistant Jami Snyder. David Rymph Chairman and acting Executive Director of the Jefferson Housing Authority was not in attendance.

ADDITIONS TO THE AGENDA

Commissioner Fleck moved to approve the amended agenda for discussion of options for Eklund Heights, Commissioner Easling seconded.

Oath of office for Helen Hamilton by Attorney Dave Neupert.

CONSENT AGENDA

Approval of consent agenda: February Regular Meeting Minutes, December Financial Reports and January Check Registers. Commissioner Fleck moved to approve the consent agenda, seconded by Commissioner Easling. Roll call vote by Commissioner Turner. Approved.

REQUEST FOR COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

No public.

EXECUTIVE DIRECTOR'S REPORT

Sue Calisesi was in a serious car accident and will be out of the office until at least March 14. She injured her back and neck but is doing better this week than last week; Minna Angevine has assumed Sue's duties and is doing a great job.

Executive Director Tietz will be on vacation starting tomorrow; delegation of authority has been given to Kay Kassinger.

Jefferson County Update - Executive Director Tietz reported that there were four applicants, two of which they felt were qualified. The Jefferson County Administrator spoke with Executive Director Tietz about the applicants and would be trying to talk to David Rymph as well. The new commissioner should be appointed by the next meeting.

VASH Vouchers and other Vet's Funding – Executive Director Tietz has been working for several months now with Serenity House, the Veteran's Administration and our legislator's to secure Section 8 Housing Choice Vouchers for Vets (VASH Vouchers) in Clallam and Jefferson counties. We should receive some VASH vouchers, but it is unsure when we will receive them.

We are also working on a five-county partnership to submit a grant which is specifically targeted at vets and their families. This program is similar to the rapid rehousing program. Our share of the grant is \$110,000. Proposals are due this month and announcements will be in June. Commissioner Turner asked which counties were involved. Executive Director Tietz replied Island, Skagit, Jefferson, Clallam, and Whatcom. She also added we have a good chance of receiving this grant.

FY2012 Budgets – Executive Director Tietz stated that this week she started working on the FY2012 budget; it's been a challenge since there is no approved Federal budget to work with. Congress is considering reviewing the operating reserves for every HA which would result in a cap on the reserves and anything over that cap would have to be returned. Advocates for public housing are fighting very hard to keep this from happening, but with the upcoming budget cuts they may not have much impact. Commissioner Hamilton asked if this will affect the Modernization plans; Executive Director Tietz replied those funds come from a different source.

Mt. Angeles View Redevelopment Update – The revised submission has been sent to the City and it has been put on the Planning Commission April 13 meeting. Executive Director Tietz would like some commissioners to be at that meeting; specific information on the meeting will be sent to the Board. Commissioner Turner commented that it would be good to have some residents attend, specifically Wendi Thornton, President of the MAV Resident Advisory Council. The plan could go to the City Council two weeks after the Planning Commission approves it. Kay Kassinger has started working on the Demolition and Disposition plan for the first phase of the redevelopment for HUD approval.

Commissioner Turner asked about the presentation to Rotary. Executive Director Tietz replied it went very well. The grant was awarded this week and our local rotary was a recipient. Executive Director Tietz has been encouraging rotary members to become more involved with the families in the system through mentoring or teaching a financial class.

We submitted the ROSS grant to fund the service coordinator position at the Sr./Disabled Buildings. This would relieve our budget with three years of funding.

COMMISSIONERS REPORT

Commissioner Fleck reported that the AHA project is moving along and is coming along really well. Excavation for the caretaker's apartment at Sarge's Place has just started.

OLD BUSINESS

Habitat Easement – We have received a request from Habitat to provide a utility easement through the Pendley Estates property. Kay Kassinger distributed a map and explained what Habitat would like to do. This is a good opportunity for the HACC. Commissioner Fleck made a motion to authorize Executive Director Tietz to formalize the grant of easement and execute any documents that are required, seconded by Commissioner Easling. No discussion. Roll call vote by Commissioner Turner. Approved.

NEW BUSINESS

Eklund Heights - Executive Director Tietz and Kay Kassinger told the Board about an extension on the Impact Capital loan and options for single-family and multi-family housing development on the property. The Board agreed to look at options for single-family or multi-family housing.

Resolution #2011-07 - Authorizing Director Tietz to execute a Personal Services Agreement with Clallam County to provide \$44,500 in funding for the West End Housing Resource Center. Moved by Commissioner Fleck, seconded by Commissioner Easling. Discussion: These funds are collected on document recording fees. This funding will replace HGAP funding and will pay for Bill Plumley’s salary, benefits and other items at the HRC. Roll call vote by Commissioner Turner. Approved.

Resolution #2011-08 – Authorizing Director Tietz to execute a Personal Services Agreement with Clallam County to provide \$47,000 in funding to resurface the drives and parking at Homestead Apartments. Moved by Commissioner Hamilton, seconded by Commissioner Easling. Discussion: This is part of the facelift we have been working on at Homestead. The operating budget has never been sufficient for this project. Roll call vote by Commissioner Turner. Approved.

Resolution #2011-09 – Authorizing Director Tietz to execute an extension to the Eklund Heights Impact Capital loan in the amount of 640,371.32 for acquisition and infrastructure improvements. Moved by Commissioner Easling, seconded by Commissioner Hamilton. Discussion: None. Roll call vote by Commissioner Turner. Approved.

Executive Session – None needed

Next meeting: Thursday, April 7, 2011 at 10:00 a.m. this will be a joint meeting.

The Audit Exit Interview will be at 11:30 a.m. this morning.

Kay Kassinger – RCAC, our technical assistance for the 523 and 502 Self Help Programs, will be conducting a management review of our program and would like to talk to one or two board members. This will be on March 23 or 24. Commissioner Easling said he would be able to participate. Commissioner Turner will contact Commissioner Boardman.

Adjournment: The meeting adjourned at 11:17 a.m.


Secretary


Board Chair

