



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES
Wednesday, September 21, 2016 at 1:00 p.m.

The Public is invited to attend the Regular Meeting of the Board of Commissioners at:
Clallam County Courthouse – Commissioners Meeting Room
223 E 4th Street
Port Angeles, WA 98362

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, Koelsch, Tinker and Teal. Staff members present were Executive Director Kay Kassinger, Legal Counsel Allison Mahaney, Director of Rental Assistance Debbi Tesch, Director of Asset Management Sarah Martinez, and Executive Administration Specialist Minna Angevine. Absent was Commissioner Rymph, excused.

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

Executive Director Kassinger requested that Resolution PHA2016-22, Boys & Girls Club Opportunity Fund application, be added to the agenda. Approved as amended.

COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

None

CONSENT AGENDA

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

Outpost August Check Registers. Moved by Commissioner Turner, seconded by Commissioner Shusterman. Voice vote. Approved.

Self Help 523 Grant 6 and Self Help 502 Construction Loans August Check Registers. Moved by Commissioner Turner, seconded by Commissioner Tinker. 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 that she has been handling bid packets for Mount Angeles View redevelopment in Director of Acquisition and Development O'Rourke's absence due to vacation.

Executive Director Kassinger reported that the federal budget cycle is almost complete and Association of Washington Housing Authorities is confident that a new budget will likely come after the elections

but that a continuing resolution of the budget will be approved by September 30th when the budget cycle ends. It is likely that conversations will need to be had with HUD regarding the proposed administrative fee revision and proration. Peninsula Housing Authority will still be classified as a “loser” in fees with this revision with a proposed effective date of January 2018. Executive Director Kassinger will continue to work with Senator Murry’s office garnering support for funding.

Executive Director Kassinger stated that Washington State will receive their third party audit in November to determine what needs to happen and an actual dollar amount that is required to fund the State’s schools based on the McCleary decision. The expected amount to fund schools is approximately \$3.5 billion. Once the dollar amount is finalized for schools, then the State will look at the full budget.

Executive Director Kassinger will be meeting with Dale Wilson, Executive Director of OlyCap and Kim Leach, Executive Director of Serenity House to get an update on the search for a new Executive Director for Serenity House and the status of their programs.

Commissioner Turner asked for clarification on the Supportive Housing Program and the status of that. Executive Director Kassinger stated that the Peninsula Housing Authority and also Serenity House did not receive grant renewal from HUD. Washington State appealed HUD’s decision and asked that we submit grant applications in the event that HUD reversed their decision not to re-fund the grant. HUD ultimately upheld the original decision and Peninsula Housing Authority will no longer have the Supportive Housing Program after June 2017.

REPORTS FROM COMMISSIONERS

Commissioner Teal reported that the Phoenix Self-Help group is working along. Commissioner Teal talked about the problems with rents going up in the Port Townsend area.

Commissioner Shusterman had nothing to report.

Commissioner Koelsch had nothing to report.

Commissioner Tinker reported that Sarge’s Attic second hand store will be opening up on October 3, 2016. Commissioner Tinker also stated that Dominic with Washington Low Income Housing Alliance called to talk about housing issues.

Commissioner Lindholm reported that she has reached out to Serenity House offering to help by offering an initial evaluation of their financial situation for long term sustainability.

Commissioner Turner had nothing to report.

Commissioner Weed stated that Dale Wilson spoke to the OlyCap board in regard to Kim Leach’s resignation at Serenity House. Executive Director Wilson would like to involve representatives from different Boards to meet about the sustainability of Serenity House.

OLD BUSINESS

None.

NEW BUSINESS

Resolution #PHA2016-19 Housing Choice Vouchers Fair Market Rents FY17

Moved by Commissioner Turner, seconded by Commissioner Tinker. Executive Director Kassinger stated that the Fair Market Rents in Clallam county are increasing to be more in line with market rents. Jefferson county’s market rents stayed stable per HUD. Voice Vote. Approved.

Resolution #PHA2016-20 Housing Choice Voucher Admin Plan

Moved by Commissioner Teal, seconded by Commissioner Shusterman. Director of Rental Assistance Tesch explained that HUD proposed a streamline approach to the Housing Choice Voucher waitlist

screening. HUD is now wanting Housing Authorities to review convictions of prospective tenants rather than using arrest records. Voice Vote. Approved.

Resolution #PHA2016-21 Public Housing FY17 Flat Rents.

Moved by Commissioner Shusterman, seconded by Commissioner Tinker. Executive Director Kassinger stated that flat rents vs. income based rents is a choice that is given to Public Housing Tenants at their annual certification. Director of Asset Management Martinez stated that historically flat rents needed to be set by a third party but a new regulation has been implemented stating that flat rents must be set at no less than 80% of Fair Market Rents. Peninsula Housing Authority has only 4 households that are paying flat rent at this time. Voice Vote. Approved

Resolution #PHA2016-22 Boys & Girls Application to Opportunity Fund.

Moved by Commissioner Teal, seconded by Commissioner Tinker. Executive Director Kassinger stated that Peninsula Housing Authority would be submitting a grant application to the Clallam County Opportunity Fund for infrastructure improvements for the Mt. Angeles View Public Housing redevelopment lots that will hold the Boys & Girls Club and the Senior Housing. Voice Vote. Approved. Commissioner Turner abstained.

EXECUTIVE SESSION

The Board entered into Executive Session at 1:53 pm to present information on the progress of the Mt. Angeles View redevelopment in regards to the investor and construction loan proposals. Executive Session is expected to last approximately 30 minutes with no action to follow.

RECONVENE

The Board Reconvened at 2:25 pm

Next Meeting:

Wednesday, October 19, 2016 at 1:00 p.m.
Jefferson County Courthouse – Commissioner’s Meeting Room
Basement Level Jefferson County Courthouse
Port Townsend, WA

Adjournment: The meeting adjourned at 2:25 p.m.



Secretary



Board Chair

Seal:

