



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES
Wednesday, July 17, 2013 at 1:00 p.m.

The Public is invited to attend the meeting of the Board of Commissioners at:
Clallam County Courthouse
Clallam County Commissioner's Room
Port Angeles WA 98362

CALL TO ORDER

The meeting was called to order at 1:00 p.m. by Commissioner Turner.

Present were: Commissioners Flodstrom, Teal, Rymph, Turner and Hancock. Commissioner Shusterman arrived at 1:10 pm. Commissioner Fleck arrived at 1:20 pm. Also present were staff members Executive Director Pam Tietz, Director of Acquisition and Development Kay Kassinger and Executive Assistant Teresa Rodocker. Legal Counsel Josh Fox was also in attendance.

ADDITIONS TO THE AGENDA

Director of Acquisition and Development Kassinger requested that we add Resolution #2013-27 and Resolution #2013-28 to the agenda. Copies of these resolutions were handed out at this time. Commissioner Teal moved that the agenda be adopted as amended. Second by Commissioner Flodstrom. Voice Vote. Approved.

REQUEST FOR COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

No Public in attendance.

CONSENT AGENDA

Approval of consent agenda: June Regular Meeting Minutes, Director Tietz's June Time Card and July Leave Slip and June Check Registers. Moved by Commissioner Teal, seconded by Commissioner Flodstrom. Commissioner Shusterman asked that the minutes reflect that his report stated that tax credit funds were not used for development in the Detroit area. Voice Vote. Approved.

EXECUTIVE DIRECTOR'S REPORT

Director Tietz sent a written report via email on 7/15/13 to the Board and provided a verbal report as follows:

Jefferson County:

All 3 Jefferson County Commissioners attended the recent Shelter Provider's Meeting. Director Tietz will be meeting with the director of Olycap to talk about the next steps. Commissioner Teal commented that there was a good turnout. Additionally, Director of Acquisition and Development Kassinger attended the meeting in regards to the Port Hadlock Inn. There is a large amount of support for the project from many organizations. The property was donated by the bank, as it was put up for auction, with no bidders. It falls under the Community Reinvestment Act, so the bank is donating it.

Union Contract:

Director Tietz has not heard back from the rep since an email sent earlier in the week. While there is no clear indication as to what they are looking for, there has been some conversation regarding the cost of benefits and a possible health savings plan.

Board Tours:

Commissioner Flodstrom felt that it gives board members a better understanding of the properties during discussion after seeing them. Commissioner Hancock felt they were all kept up very well, with many differences in the different senior buildings especially.

Eklund:

Funding for 13 of 50 units received, updated appraisal will be needed in order to negotiate an amount to pay down with Impact Capital. Then we will need to figure out what to do with the balance, as we try to secure the funding to do the remainder of the building. An option is to pay down the loan as related to the lot we are building on and put the balance of the land in the land acquisition program. All of these items will still need to be negotiated with all involved parties.

REPORTS FROM COMMISSIONERS

None

OLD BUSINESS

Year End Balance Sheet: This will be provided in the August Board Packets by Comptroller Dotlich

NEW BUSINESS

Resolution #PHA-2013-25 – Approve Housing Choice Voucher Occupancy Standards, effective 7/1/13. Moved by Commissioner Shusterman, seconded by Commissioner Flodstrom. Director Tietz explained that this was one of the cost reductions reviewed during the last board meeting. Voice Vote. Approved.

Resolution #PHA-2013-26 - Approve amendment to Section 8 Administrative Plan to no longer allow overlapping of Housing Assistance Payments, effective 7/1/13. Moved by Commissioner Teal, seconded by Commissioner Fleck. Director Tietz explained that this was an additional cost reduction reviewed during the last board meeting. Voice Vote. Approved.

Resolution #PHA-2013-27 – Authorize Director Tietz to sign an amendment to the Professional Services Contract with Zenovic and Associates. Moved by Commissioner Flodstrom, seconded by Commissioner Fleck. Voice Vote. Approved.

Resolution #PHA-2013-28 – Authorize Director Tietz to enter into a contract with schemata workshop for MAV Redevelopment – Phase 1. Moved by Commissioner Rymph, seconded by Commissioner Fleck. Voice Vote. Approved.

Next Meeting:

Wednesday, August 21, 2013 at 1:00 p.m.
Clallam County Courthouse
Clallam County Commissioner’s Room
Port Angeles WA 98362

Adjournment: The meeting adjourned at 2:05 p.m.

Secretary

Board Chair

Seal: