



**PENINSULA HOUSING AUTHORITY**  
*Serving Clallam and Jefferson Counties*

**Board of Commissioners**  
**REGULAR MEETING AGENDA**  
Wednesday, February 19, 2019 at 1:00 PM

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

**Meeting Location:**

Clallam County Courthouse  
Commissioners Meeting Room  
223 E 4<sup>th</sup> St.  
Port Angeles, WA 98362

**CALL TO ORDER:**

**OATH OF OFFICE:**

Timothy Fellin will be sworn in to his seat on the Board of Commissioners by Allison Mahaney, Legal Counsel

**ROLL CALL:**

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

**REQUEST FOR COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA:**

**Open public meeting act training presented by Elisabeth Stanley Deputy Prosecuting Attorney**

**CONSENT AGENDA:**

Approve Executive Director Kassinger's January Timesheet (Page 3-4)

Approve January Regular Meeting Minutes (Pages 5-7)

Approve January Special Meeting Minutes (Page 8)

Approve January Check Registers

Public Housing - Family and Senior	Checks #138559-138603/ includes ACH	\$91,002.40
Section 8 Vouchers	Checks #965239-965394/ includes ACH	\$412,993.57
Homestead Apartments	Checks #13078-13087	\$12,742.98
Lee Plaza	Checks #5448-5464	\$37,589.67
Peninsula Apartments	Checks #3826-3841	\$15,517.56
Wildwood Terrace Apartments	Checks #3821-3849	\$30,367.83
Cost Center (Local Funds)	Checks #26627-26788/ includes ACH	\$198,918.37
Shop Funds	Checks# 290-290	\$198.54
Self-help 523	Checks# 414-416	\$28,641.24
502 Self Help Construction Loans	Checks #3904-3919	\$84,065.70
Burke Place Apartments	Checks #2144-2153	\$5,232.00
Catholic Housing Services (Forks)	Checks #2176-2191	\$16,553.14
MAV I LLLP/Operating	Checks #369-387	\$28,268.50
MAV I LLLP/Construction	Checks #236-237	\$4,271.91

Approve January Check Registers for:  
The Outpost

Checks – #451-454

\$1,515.95

**DIRECTOR'S REPORT** (Page 11-15)

**REPORTS FROM COMMISSIONERS**

**OLD BUSINESS**

None

**NEW BUSINESS**

Presentation on the final Sea Ridge development budget: Annie O'Rourke Development Director

Resolution #PHA-2020-21 (pages 9-10)

Authorization of out of state travel for Director of Asset Management Martinez to attend a 2.5 day leadership seminar.

Resolution #PHA-2020-21 (hand carry)

Adoption of the employee handbook updates as presented.

**EXECUTIVE SESSION**

For the purpose of discussing the qualifications of an applicant for public office.

ADJOURN

**Next Meeting:**

**Annual Board Meeting**

Wednesday, March 18, 2019 at 1:00 P.M.

Jefferson County Courthouse-Commissioner's Meeting Room

1820 Jefferson St.

Port Townsend, WA