



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES

Wednesday August 19th, 2020 at 1:00 p.m.

The Public is invited to attend the Regular Meeting of the Board of Commissioners.
Video Conference with Peninsula Housing Authority
Via Zoom: link available on website- <https://peninsulapha.org/>

CALL TO ORDER

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

ROLL CALL

Video Conference attendees were: Executive Director Sarah Martinez, Director of Acquisition and Development Annie O'Rourke, Commissioners Teal, Lindholm, Shusterman, Richardson, Fellin, Turner, Tinker and JH Brawner & Company representatives Zak deGorgue and Ethan Pacewicz.

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

Executive Session - board member recruitment, discuss land purchase for Self Help.

COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

None

CONSENT AGENDA

Approval of consent agenda: Executive Director Sarah Martinez July Timesheet, July Regular Meeting Minutes as amended, July Check Registers to Outpost. Moved to approve by Commissioner Shusterman, seconded by Commissioner Lindholm. Voice vote, approved. July Outpost Check Registers. Moved to approve by Commissioner Lindholm, seconded by Commissioner Turner. Voice vote, approved, Commissioner Tinker Abstained.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Martinez and JH Brawner & Company associates Zak deGorgue and Ethan Pacewicz gave a background of the Streamlined Voluntary Conversion with Q & A for the board members.

Executive Director Martinez shared with the board members that Peninsula Housing Authority has determined hiring in-house legal counsel, as opposed to obtaining legal counsel on retainer, is of greater benefit to the PHA. A resolution amending the FY21 budget will be presented later in the meeting for approval with the purpose of hiring in-house legal counsel.

EXECUTIVE SESSION

The Executive Session was called to order at 1:40pm and adjourned at 2:14pm

REGULAR SESSION RESUMED

The regular session was resumed at 2:15pm

Commissioner Turner moved to approve the applicant discussed in Executive Session to join the Board of Commissioners. Commissioner Tinker seconded; voice vote approved.

REPORTS FROM COMMISSIONERS

Commissioner Shusterman discussed the Cherry Street Property in Port Townsend. Commissioner Shusterman ran into the City Attorney and Appraiser at the property while walking and learned the loan grace period for this property has ended and the City is working on an extension, and stated that if PHA has interest in this property, the time is now to move on it.

Commissioner Tinker stated that NORVHN is applying for Washington State Department of Housing Trust Fund Modular Application which will be due September 2, 2020. Hobucket House received a \$15,000 anonymous donation.

Commissioner Fellin had no significant updates.

Commissioner Richardson had no significant updates.

Commissioner Turner informed the board that Charter Review Committee will meet again in September and are endorsing a resolution, requesting the Board of Commissioners to take a proactive leadership role in creating more affordable housing in our area. She urged those who live in Clallam County to endorse the resolution. The Boys and Girls club is offering tours the second and fourth Wednesday's of the month at 4:30 pm. The new club is on schedule to open the end of October.

Commissioner Teal shared that her neighbor asked about possible clean-up of PHA's vacant lot in her neighborhood. Director of Acquisition and Development Annie O'Rourke stated there is work in progress to do clean up.

OLD BUSINESS

JH Brawner and Company Streamline Voluntary Conversion background and Q&A

NEW BUSINESS

Resolution #PHA 2020-34 – Resolution to approve submission of 523 Technical Assistance Grant

Resolution #PHA 2020-35 – Resolution to approve Cost Center FY2021 Budget Revision

Resolution #PHA 2020-36 – Resolution to approve Garden Court Loan Refinance

Resolution #PHA 2020-37 – Resolution to approve Land Purchase

Cedar Glen II progress presentation

Adjournment: The meeting adjourned at 2:51pm.

Next Meeting:

Wednesday, September 16, 2020 at 1:00 p.m.

Video Conference with Peninsula Housing Authority

Via Zoom: Via Zoom: link available on website- <https://peninsulapha.org/>

Peninsula Housing Authority

2603 S Francis St.
Port Angeles, WA 98362



Secretary



Board Chair

Seal:

