



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES

Wednesday September 16th, 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 1:02 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 In-House Legal Counsel Alex Schodowski.

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

Commissioner Teal; add recruitment of new Jefferson County board members.
Executive Director Martinez; she will setup an ad hoc committee to handle this.

COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

None

CONSENT AGENDA

Approval of consent agenda:

Executive Director Sarah Martinez August Timesheet, August Regular Meeting Minutes, August Check Registers to MAV I LLLP construction. Moved to approve by Commissioner Tinker, seconded by Commissioner Shusterman. Voice vote, approved.

Outpost August Check Registers: Moved to approve by Commissioner Turner, seconded by Commissioner Teal. Voice vote, approved, Commissioner Tinker Abstained.

Sea Ridge (MAV) Check Register operations correction report (July 2020): Moved to approve by Commissioner Shusterman, seconded by Commissioner Turner. Voice vote, approved.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Martinez shared HUD has requested letters of interest from PHA's to receive more VASH vouchers. A letter of registration has been sent to HUD letting them know the PHA is interested in receiving more VASH vouchers. A letter of support was received from VA Puget Sound Healthcare System letting the PHA know we can utilize the additional vouchers.

Commissioner Turner asked how Clallam County's Section 8 waitlist is and if Jefferson County's Section 8 waitlist has been exhausted. Executive Director Martinez stated the market is saturated and many people are looking with not much success right now. Commissioner Turner asked about the vacancy not filled at Wildwood from May. Executive Director Martinez stated that the unit has been filled.

REPORTS FROM COMMISSIONERS

Commissioner Turner: Discussed Charter review has setup a subcommittee which created a resolution about homelessness and affordable housing. Commissioner Turner has been designated as the spokesperson to present the resolution to the Clallam County Board of Commissioners Monday September 21, 2020. As follow-up regarding the Boys & Girls Club is still on track for their grand opening by end of October.

Commissioner Lindholm: Asked if anyone knows of small businesses in Clallam County needing assistance due to Covid 19. Craft3 has a special product called Business Resilience Loan Program in partnership with Clallam County and Benjamin Phillips fund. It is a very expedient program; underwriting in three days for a decision and less than two weeks for funding. Loan amounts will range from \$15,000 to \$50,000.

Commissioner Tinker: Update regarding Washington State Department of Housing Trust Fund Modular Application for Hobucket House; North Olympic Regional Veterans Housing Network (NORVHN) put in for \$628,000 which would create a 7-bedroom house for homeless veterans across from her location. The property is required to be subdivided.

Commissioner Fellin: No significant updates.

Commissioner Richardson: Appreciated the mention of recruitment for Board Members. All is well with Dove house.

Commissioner Shusterman: Disclosed as a reminder that he has tendered his resignation as Commissioner and his last day is September 30, 2020. This is his last board meeting. He is moving out of state and he will be on the road by October 15, 2020. He bids farewell to all.

Commissioner Teal: A follow up regarding neighbor and the PHA property cleanup. There was a concern if a fire was to start due to extra greenery. Commissioner Teal asked our In-House Legal Counsel, Schodowski on liability in case this happens. She will review it and get back to us. As follow-up to the progress of clean up, Director of Acquisition and Development Annie O'Rourke stated they are working on getting someone out there.

OLD BUSINESS

None

EXECUTIVE SESSION

The Executive Session was called to order at 1:40 pm and adjourned at 1:53 pm.

REGULAR SESSION

The regular session was resumed at 1:54 pm

NEW BUSINESS

Executive Session—discussion of detail of land purchase in Port Angeles for Self-Help Resolution #PHA 2020-40 – Resolution to approve Land Purchase in Port Angeles for Mutual Self-Help (Pages 17-18) Commissioner Turner moved to approve the detail of land purchase in Port Angeles for Self-Help discussed in Executive Session. Commissioner Tinker seconded; Voice Vote, approved.

Resolution #PHA 2020-38 – Resolution to approve Application to HUD for Streamline Voluntary Conversion (Pages 10-13) Commissioner Turner moved to approve. Commissioner Shusterman seconded; Voice Vote, approved.

Resolution #PHA 2020-39 – Resolution to approve FY21 Payment Standards for Housing Choice Voucher Program (Pages 14-16) Commissioner Turner moved to approve. Commissioner Richardson seconded; Voice Vote, approved.

Ad-Hoc Committee -- Board member recruitment. Executive Director Martinez asked who would be interested to be on the committee. Commissioner Teal and Commissioner Tinker volunteered.

Adjournment: The meeting adjourned at 2:09pm.

Next Meeting:

Wednesday, October 21, 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:

