



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES

Wednesday December 16, 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 1:03 p.m. by Commissioner Teal.

ROLL CALL

Video Conference attendees were: Executive Director Sarah Martinez, Commissioners Teal, Lindholm, Webster, Fellin, Turner, Tinker, and Director of Acquisition & Development Annie O'Rourke, Director of Housing Debbi Tesch, In-House Legal Counsel Alex Schodowski and Administrative Assistant Zoe Hansen. Commissioner Robinson and Commissioner Richardson absent.

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

None

COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

Public present – No comments or questions.

CONSENT AGENDA

Approval of consent agenda:

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

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

EXECUTIVE DIRECTOR'S REPORT

Executive Director Martinez reported on the progress of Public Plaza. The surveys revealed encroachments. The building to the east of the Lee Plaza encroaches over the property line. There appears to be a party wall agreement in place. The fence belonging to the neighbor to the east of the Villa is about 10" onto PHA property which the title company will most likely insure, however the fence may need to be repaired or rebuilt. The Manor has an encroachment from the eve of the house to the west and its fence which is in the right of way, again the title company will likely insure. The Terrace has an encroachment from the Westside Pizza propane tanks. The City of Port Angeles and PHA are working with the owner to facilitate moving them. Director Martinez indicated the cost estimate from BELFOR came in as expected. Commissioner Teal asked about an update regarding Phoenix Addition. Annie O'Rourke, Director of Acquisition & Development reported moving forward on two lots. Habitat for Humanity is not selling the lots they own at this time. Commissioner Turner asked about feasibility on the 8th Street property. Annie O'Rourke replied, it's all about timing and cost. Commissioner Teal asked Director Martinez about the public hearing for HB1590 with Jefferson County Commissioners. Director Martinez stated a

hearing date is scheduled Dec. 21, 2020. Director Martinez mentioned receiving an email from the Olympic View Community Foundation offering refurbished computers to those who are in need but cannot afford to buy. The resident service coordinator for the PHA was able to get three computers for our clients. Additionally, PHA has received official notification of its award for 10 additional VASH vouchers.

REPORTS FROM COMMISSIONERS

Commissioner Tinker: Received notice that Sarge's Place is eligible for the vaccine –tier 2.

Commissioner Lindholm: No significant updates.

Commissioner Fellin: No significant updates.

Commissioner Turner: Regarding the Boys and Girls club, landscape is complete and all plants were donated.

Commissioner Webster: No significant updates.

Commissioner Teal: No significant updates.

OLD BUSINESS

None

NEW BUSINESS

Resolution #PHA 2020-44 FY21 Annual Plan Significant Amendment (Pages 9-15) Commissioner Turner moved to approve the Annual Plan Significant Amendment. Commissioner Lindholm seconded; Voice Vote approved.

Resolution #PHA 2020-45, Utility Allowances – Jefferson 2020 (Pages 16-21) Commissioner Lindholm moved to approve the Utility Allowances – Jefferson 2020. Commissioner Turner seconded; Voice Vote approved.

Resolution #PHA 2020-46, Amendment to 523 Grant (Pages 22-23) Commissioner Webster moved to approve the Amendment to 523 Grant. Commissioner Fellin seconded; Voice Vote approved.

Adjournment: The meeting adjourned at 2:07 pm.

Next Meeting:

Wednesday, January 20, 2021 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:

