



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES

Wednesday October 21st, 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, Richardson, Fellin, Turner, Tinker, Robinson, In-House Legal Counsel Alex Schodowski and Zoe Hansen Administrative Assistant.

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

Old business; Commissioner Teal; add recruitment of new Jefferson County board members. Commissioner Turner; potential tour for new board members

COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

None

CONSENT AGENDA

Approval of consent agenda:

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

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

EXECUTIVE DIRECTOR'S REPORT

Executive Director Martinez shared with the board members that the agency completed its Streamline Voluntary Conversion (SVC) application for Public Plaza and submitted to SAC (Special Applications Center) on October 7, 2020. We received an email confirming SAC received the application. We had a small delay but HUD was working on it. Thank you to Annie O'Rourke, Director of Acquisition and Development for all her hard work.

Commissioner Turner asked about the Boys and Girl club with regards to the legal paperwork for their construction loan. Executive Director Martinez stated we received a Landlord Consent and Estoppel Agreement from First Security Bank October 21, 2020, which is currently under review by PHA legal. Commissioner Turner mentioned that the Boys and Girl club is leasing the property from Peninsula Housing Authority. Commissioner Turner asked about evictions with regards to PHA. Executive Director

Martinez stated the PHA is in contact with the few residents who have delinquent rent to work out a re-payment agreement and preserve their housing.

Commissioner Teal asked if the Jefferson County Commissioners had voted on HB1590. Executive Director Martinez stated the Jefferson County Commissioners had missed the deadline for a vote for the tax increase to take effect in January of 2021. They will need to vote on January 2021 for the increase to be effective by April 2021. The HB1590 group is reviewing possible projects and options for Jefferson County. Commissioner Teal also asked about the update to Phoenix addition. Annie O'Rourke, Director Acquisition and Development, reported we currently have lots under contract and the lot we own has been cleaned up. She is still working on obtaining more lots.

Commissioner Lindholm asked about Annette, PHA Controller, attending informational COVID-19 funding meetings. Executive Director Martinez confirmed this. She stated through the Cares Act PHA's who operate and HCV and Public Housing programs have access to these funds. PHA has until December 31, 2021 to utilize these funds for COVID-19 related activities.

REPORTS FROM COMMISSIONERS

Commissioner Lindholm: Reported that she was recruited to participate in the Jefferson's County Intergovernmental Committee (IGC) process which included; the PUD, the City, the County and the Port. Through this process she learned funding was awarded to the Housing Solutions Network to assist with their work in the community.

Commissioner Fellin: No significant updates.

Commissioner Turner: Reported on the Charter Review Committee making a recommendation to the Clallam County Commissioners take the lead creating a task force made up of private and social service agencies to look at some out-of-the-box ideas on how to create more affordable housing. The Clallam County commissioners will discuss during their October 26th work session. The Boys and Girls Club is currently working on landscaping. There will be a delay on the opening from end of October to first of December to allow the gym floor to be in place for three weeks to cure.

Commissioner Tinker: Reported having a tough time securing surveyors/professionals to come to Forks to do a subdivision on the property for Hobucket House. A list came out for the Washington State Department of Commerce for modular housing. There is \$10 million available and she is hopeful they can get funding for the project. She has been working with a donor who wants to help with Veteran housing in Sequim. They have money to invest in low-income apartments either in Sequim or in other areas to specifically help Veterans.

Commissioner Richardson: Reported that he and a co-worker are operating an office from the Recovery Café in Jefferson County. They are working with individual clients and practicing all Covid protocols. They have three recovery circles going and so far it's working. In January he will be on family leave and is looking forward to hiring more staff.

Commissioner Robinson: Reported on the house that was turned back into Habitat for Humanity. As they were unable to find someone for the house, they partnered with the Housing Authority and found a family which, was a great solution. Currently Habitat is planning a build in Sequim. There has not been new Habitat housing there since 2006 and they have purchased two lots. There are four lots at Maloney Heights to finish building also.

Commissioner Teal: Reported that she has been working on getting more Board members.

OLD BUSINESS

Commissioner Teal mentioned discussion on new Jefferson County Board Members. Executive Director Martinez, reported receiving two applications that have been forwarded to the ad-hoc committee. Commissioner Teal mentioned scheduling for Friday afternoon meeting, 1:30 and 2:30 for interviews with the applicants.

Commissioner Turner mentioned tours for new Board members. She will take Commissioner Robinson and Commissioner Fellin on the tour of Port Angeles on October 30th. Forks and Jefferson County will be toured at a later date.

EXECUTIVE SESSION

The Executive Session was called to order at 1:51 pm and adjourned at 1:57 pm.

REGULAR SESSION

The regular session was resumed at 1:58 pm

NEW BUSINESS

Executive Session—discussion of detail of land purchase in Port Angeles for Self-Help Resolution #PHA 2020-41 – Resolution to approve Land Purchase in Port Angeles for Mutual Self-Help (Pages 10-11) Commissioner Turner moved to approve the detail of land purchase in Port Angeles for Self-Help discussed in Executive Session. Commissioner Lindholm seconded; Commissioner Robinson abstained. Voice Vote approved.

Resolution #PHA 2020-42 – Resolution to approve Write offs (Pages 12-13) Commissioner Lindholm moved to approve. Commissioner Tinker seconded; Voice Vote approved.

Adjournment: The meeting adjourned at 2:07 pm.

Next Meeting:

Wednesday, November 18, 2020 at 1:00 p.m.

Video Conference with Peninsula Housing Authority

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

Peninsula Housing Authority

2603 S Francis St.

Port Angeles, WA 98362


Secretary


Board Chair

Seal:



