



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES

Wednesday August 17, 2022 at 1:00pm

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

Meeting location Clallam County Commissioners Chambers

223 East 4th Street, Port Angeles, WA 98362 and/or

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

CALL TO ORDER

The meeting was called to order at 1:03pm by Commissioner Teal.

ROLL CALL

Present were: Commissioners Robinson, Turner, Webster, Tinker, Fellin, and Teal; Executive Director Sarah Martinez, In-House Counsel Alexandra Schodowski, Executive Administration Specialist Katherine Purcell, and prospective Commissioner Tom Brotherton. Commissioner Cunningham is excused.

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

CONSENT AGENDA

Approval of consent agenda: Executive Director Sarah Martinez July Timesheet, July Regular Meeting Minutes, July Check Registers through Public Plaza Operating. Moved to approve by Commissioner Robinson, seconded by Commissioner Tinker. Voice vote, approved. July Outpost Check Register. Moved to approve by Commissioner Turner, seconded by Commissioner Webster. Commissioner Tinker abstained.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Martinez reported that she has been corresponding with Port Townsend's new Director of Planning and Community Development, Emma Bolin. The City of Port Townsend has been awarded \$500,000.00 in ARPA funds from Jefferson County to be used to engage planning and design services for Evan's Vista. They are interested in a possible inclusion of our Mutual Self-Help program in that development. Director Martinez has submitted a PSA as a backup for the Oxbow property, which is currently under contract with another party. We have been advised by the Office of Rural & Farmworker Housing (ORFH) to expect a timeline of 18-24 months, if our PSA is signed and we are put under contract for that property. Director Martinez and Commissioner Tinker attended a Housing Solutions Committee meeting which included a talk by Dr. Underwood wherein information was presented based on the Housing Affordability Index. This data indicated that the median home price in Clallam County for Q1 2022 was approximately \$430,000.00. This would necessitate an income greatly exceeding the county median.

REPORTS FROM COMMISSIONERS

Commissioner Robinson: Continuing to work with the City of Sequim on the development of zoning for multifamily housing. The Planning Commission voted unanimously to recommend to the City Council allowance of this zoning as presented by staff. It will not be on the agenda for their only meeting in August. It may be reviewed in September or October, pending prerequisites (three touches and a period of public

comment). Also, Habitat for Humanity purchased an additional 6.4 acres of land for a total of 10 acres to be developed for workforce affordable housing in Sequim.

Commissioner Turner: The Boys and Girls Club's reading program ends this coming Friday. It far exceeded expectations and generated a great deal of enthusiasm.

Commissioner Webster: Will be touring the new WA State HUD Field Office Director tomorrow to the proposed Jefferson County emergency shelter. Jefferson County has a new Grants Administrator which will be very helpful in bringing order and navigability to grants. Commissioner Webster has also been working on an inventory of supportive housing in various categories to help illustrate need in a more accurate way.

Commissioner Tinker: The estate of Lieutenant Colonel James Minsky donated substantially to NORVHN. These funds, as well as a requested appropriation from Senator Patty Murray's office, are earmarked for a modular build in Sequim, to be called the Minsky House.

Commissioner Fellin: No significant updates.

Commissioner Teal: Attended and spoke at Under the Tent at the end of June. A recording of this presentation was put on YouTube and has garnered continued questions and interest from multiple parties, including landlords who may be interested in providing affordable housing.

OLD BUSINESS

EXECUTIVE SESSION

The Executive Session was called to order at 1:23pm and adjourned at 1:29pm. Commissioners discussed the potential appointment of a candidate for the Board.

NEW BUSINESS

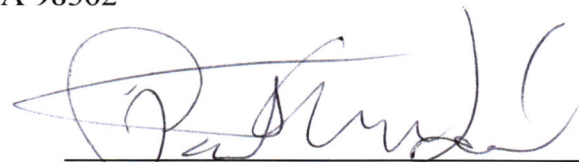
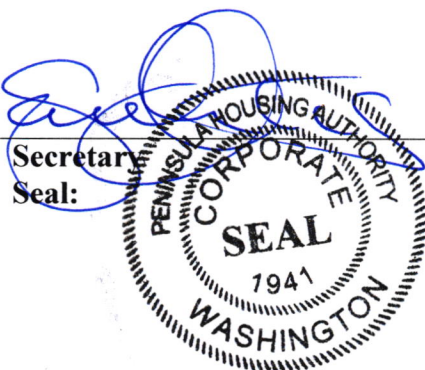
Recommendation of appointment of Tom Brotherton to the vacant Jefferson County seat on the Peninsula Housing Authority Board of Commissioners. Moved to approve by Commissioner Tinker, seconded by Commissioner Robinson. Voice vote, approved.

Resolution #PHA-2022-18, Accounts Receivable Collection Write-Off. Moved to approve by Commissioner Turner, seconded by Commissioner Tinker. Voice vote, approved.

Adjournment: The meeting adjourned at 1:35pm

Next Meeting:

Monday, September 19, 2022 at 1:00pm
Virtually via Zoom and in person at
Clallam County Commissioner Chambers
223 E 4th Street
Port Angeles, WA 98362



Board Chair