



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES
Monday September 19, 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 1:01pm by Commissioner Teal.

ROLL CALL

Present were: Commissioners Turner, Tinker, Webster, Cunningham, Brotherton, Robinson, Fellin; Executive Director Sarah Martinez, In-House Counsel Alexandra Schodowski, Director of Acquisition and Development Annie O'Rourke, Executive Administration Specialist Katherine Purcell.

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 August Timesheet, August Regular Meeting Minutes, August Check Registers through Public Plaza Operating. Moved to approve by Commissioner Tinker, seconded by Commissioner Robinson. Voice vote, approved. August Outpost Check Register. Moved to approve by Commissioner Turner, seconded by Commissioner Brotherton. Commissioner Tinker abstained.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Martinez reported that she and legal counsel met on-site with Jefferson County regarding the prospective Garden Court sewer easement. PHA has also received the grant agreement for the ARPA funding requested from Clallam County; these funds are expected to assist in continuous operation of our Mutual Self-Help Program through spring of 2024. There was an article in the Peninsula Daily News featuring PHA's use of scaffolding for the Lee Plaza's rehabilitation. Over the course of this project, PHA has been made aware of the fact that the exterior façade is not in good condition, and we are working on a structural plan while staying in close contact with commercial tenants who are affected by the current exterior rehabilitation status of the building. Our contractor is working to mitigate these issues so we may proceed with care and a lessened impact on tenants.

REPORTS FROM COMMISSIONERS

Commissioner Webster: Continuing to work on data collection for Jefferson County regarding housing and demographics which has highlighted certain needs and challenges. For example, nearly half of Jefferson County's population is over the age of 60 and almost a quarter (several thousand people) is over 70. The county currently only has 228 units of elderly housing.

Commissioner Turner: No significant updates.

Commissioner Brotherton: Commented that with current inflation rates and other extraneous factors (lead time for permitting, governmental staffing challenges, etc.), it is important to keep reviewing budgets for both financials and time allowance when forecasting for large projects.

Commissioner Tinker: The VFW has closed in Forks and NORVHN is looking at the possibility of purchasing the building to be used as their new secondhand store location. They have also been approached by the local Nazarene Church who may be interested in selling or donating their building to NORVHN for use as housing. Additionally, Commissioner Tinker was approached by the owners of the two 3-bedroom modular homes neighboring Sarge's Place, discussing a potential sale.

Commissioner Cunningham: Advocating for more student housing with college leadership on the Peninsula College Foundation. Commissioner Cunningham also toured a 55+ development in Sequim which adds to available housing and can lessen some pressure on the local market, but had some issues he found surprising, such as accessibility.

Commissioner Fellin: No significant updates.

Commissioner Robinson: City of Sequim was granted \$1.2M in ARPA funding. Sequim City Council's August meeting consent agenda presented a plan for 100% of those funds to go to upgraded technology for staff, a partial remodel of City Hall's second floor, and public works. The plan was voted on and approved. At the final Sequim City Planning Commission meeting in July, the multifamily zoning proposal was approved. It was deemed too close to the August meeting agenda for Sequim City Council, so it was pushed the to September 12th meeting, but was delayed again due to ongoing legal review. Habitat for Humanity has started the fourteenth home at Maloney Heights and will be moving forward with the Fairmount Property triplex veteran's housing project in 2023.

Commissioner Teal: No significant updates.

OLD BUSINESS

EXECUTIVE SESSION

The Executive Session was estimated to take fifteen minutes; session was called to order at 1:50pm and adjourned at 2:12pm, exceeding estimated time by seven minutes. Commissioners discussed the appraisal value presented for the Garden Court sewer easement by Jefferson County.

NEW BUSINESS

Resolution #PHA-2022-19, Community Frameworks SHOP Funds Application. Moved to approve by Commissioner Turner, seconded by Commissioner Tinker. Voice vote, approved.

Resolution #PHA-2022-20, RCAC Funding Application. Moved to approve by Commissioner Turner, seconded by Commissioner Cunningham. Voice vote, approved.

Review of USDA Rural Development Self-Help Technical Assistance grant questionnaire. No action required.

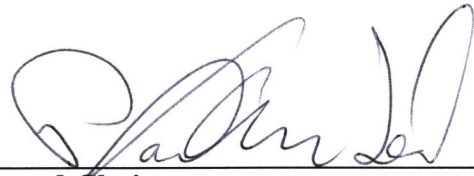
Adjournment: The meeting adjourned at 2:57pm

Next Meeting:

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



Secretary
Seal:



Board Chair