



## Peninsula Housing Authority

*Serving Clallam and Jefferson Counties*

### **Board of Commissioners REGULAR BOARD MEETING MINUTES Monday September 18, 2023 at 12:00pm**

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

Meeting location:

Port Angeles Main Library, Carver Room South

2210 S Peabody St

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 12:03 pm by Commissioner Webster.

#### **ROLL CALL**

Present were: Commissioners Webster, Teal, Fellin, Cunningham, and Turner. Executive Director Sarah Martinez and Executive Administrative Specialist Katherine Purcell. Commissioner Tinker and In-House Counsel Alexandra Schodowski joined after roll call. Commissioner Robinson was excused. Commissioner Brotherton was absent.

#### **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 Moved to approve by Commissioner Teal, seconded by Commissioner Turner. Voice vote, approved.

#### **EXECUTIVE DIRECTOR'S REPORT**

Two of the three Phoenix Addition lots have been listed with a realtor and have had a few viewings. The third lot will be listed when the weather cools, due to a hornet's nest creating a hazard for potential viewers. Executive Director Martinez attended her last Evan's Vista TAG (Technical Assistance Group) meeting. They have a complete master plan to take to Port Townsend City council. The plan includes 311 units, 25% of which must serve households at 80% or below median income. Director Martinez and Director of Development Annie O'Rourke met with J. H. Brawner to discuss potential projects and Garden Court as it approaches the end of the tax-credit compliance period. The Public Plaza loan conversion from construction loan to permanent financing is progressing and we hope to have it done on November 1<sup>st</sup>. The Self-Help group dedication is scheduled for November 17<sup>th</sup>. There has not been an assumption of the final home yet, but we are in contact with an interested party.

## **REPORTS FROM COMMISSIONERS**

Commissioner Teal: Met with Adam Bernbaum, State Senator Van De Wege's legislative assistant, and discussed the Self Help Housing Program. He is interested in policy development. Also got to speak with school board candidates and brought up the Lincoln Building.

Commissioner Fellin: No significant updates.

Commissioner Cunningham: Spoke with the Peninsula College President regarding student housing.

Commissioner Tinker: Working on the Minsky Project remodel utilizing county and federal funds. Also, NORVHN will be taking the restaurant equipment from a vacant Forks grocery/restaurant for refurbishment and use in a community kitchen, which will further sustainability and support small business.

Commissioner Turner: No significant updates.

Commissioner Webster: Recently attended a wildfire mitigation talk and would like to consider how we communicate emergency preparedness to PHA residents.

## **OLD BUSINESS**

## **EXECUTIVE SESSION**

## **NEW BUSINESS**

Resolution #PHA-2023-20, Adoption of Amended Payment Standards for HCV Program. Moved to approve by Commissioner Turner, seconded by Commissioner Teal. Voice vote, approved.  
Review of USDA Rural Development Self-Help Technical Assistance grant questionnaire

**Adjournment:** The meeting adjourned at 1:01pm

### **Next Meeting:**

Wednesday, October 18, 2023 at 12:00pm  
Jefferson County Library, Shold Room  
620 Cedar Avenue  
Port Hadlock, WA 98339

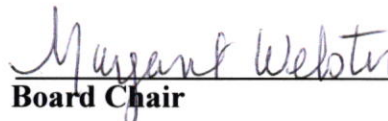
And virtually: Link, call, and login information will be available one week before our scheduled meeting on our website at

<https://peninsulapha.org/>



Secretary

Seal:



Board Chair

