



Peninsula Housing Authority

Serving Clallam and Jefferson Counties

Annual of Commissioners REGULAR BOARD MEETING MINUTES

April 17, 2024, at 12:00pm

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

Meeting location:

Port Angeles Main Library, Coffey Room
2210 South Peabody 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 12:01 pm by Commissioner Webster.

ROLL CALL

Present were: Commissioners Webster, Tinker, Cunningham, Brotherton, Teal, Robinson, Fellin and Turner. Executive Director Sarah Martinez and Administrative Assistant Zoe Hansen. No public attended.

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

Resolution #PHA-2024-12 City of Forks Funding Request for Ox Bow Apartments

COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

CONSENT AGENDA

Approval of consent agenda: Executive Director Sarah Martinez March timesheet, March Regular Meeting Minutes, March Check Registers through, Public Plaza. Moved to approval by Commissioner Turner seconded by Commissioner Tinker. Voice vote, approved. February Check Register Section 8. Moved to approve by Commissioner Turner, seconded by Commissioner Tinker. Voice vote, approved. Commissioner Webster, abstained. February Check Register Outpost. Moved to approve by Commissioner Turner, seconded by Commissioner Teal. Voice vote, approved. Commissioner Tinker abstained.

EXECUTIVE DIRECTOR'S REPORT

As stated in the Director's report, Executive Director Martinez reported on attending the Clallam County Hazard Mitigation steering committee via Zoom. This committee's purpose is to update Clallam County's hazard mitigation plan which allows entities disaster relief using FEMA dollars. Many organizations plan to participate in meetings over the next 6 months. Met with Erika Linholm, former board member, and now on the board of the Olympic Land Trust. She asked if Director Martinez and Commissioner Robinson could take some time to sit down and discuss what is important in the Clallam County Comprehensive Plan. Clallam County Housing Solutions Committee meeting update held April 5, 2024. The Committee approved a recommendation to the County Commissioner to fund two separate projects submitted by Peninsula Behavioral Health. The PHA submitted its application for affordable housing grant funds to the County on April 4, 2024. Director Martinez and Director O'Rourke met with the review committee. Tim Dalton, from the County, followed up after the meeting stating the review committee will recommend their request to the Housing Solutions Committee meeting in May. The first piece of funding for Eklund @ Gales. Director Martinez and Controller, Crawford

have started to work on the budget for June.

REPORTS FROM COMMISSIONERS

Commissioner Tinker: Received Certificate of Occupancy for Minsky Place. A 6-bedroom group home in Sequim. Open House scheduled for May 18, 2024, from 1-4 pm.

Commissioner Cunningham: No significant updates.

Commissioner Brotherton: No significant updates

Commissioner Robinson: Still waiting on permits submitted November 28, 2023, from the City of Port Angeles on the Veteran 4-plex. In Sequim there was a dispute with the Department of Ecology regarding a cow pasture that is deemed a wet land. The Habitat Board has chosen to find a land use attorney to fight the Department of Ecology. Senator Cantwell will visit Sequim and Commissioner Robinson invited Director Martinez to attend April 24, 2024, 10:30-11 am.

Commissioner Teal: Attended a Shelter Strategy meeting on Zoom. The emergency shelter has a 2–3-year gap. The County is working on keeping the shelter open while waiting on OlyCap building a permanent shelter. Update to attending the Jefferson County Home Show. Commissioner Teal attended the event to inquire about seminars regarding Evan’s Vista and Mason Street project.

Commissioner Fellin: No significant updates

Commissioner Webster: Attended the Jefferson County Housing Fund Board meeting. They have created a Needs Assessment Committee. The focus was housing for the Elderly and Youth. The waitlists are 6 years long. Not much is available for the Elderly or Youth. Attended the Housing Solutions Network meeting. Habitat and Bayside were present. There was discussion to create a collaboration to encourage all the providers of Jefferson County to write letters to support the needs of the county.

Commissioner Turner: Returned from a trip to Taiwan and was present when a 7.5 earthquake hit. She witnessed the value of having strong earthquake proof buildings.

OLD BUSINESS

Executive Martinez reported on an update from Josh regarding the Strategic Planning summary and preparing for the May 1, 2024, Special Session Meeting.

NEW BUSINESS

Executive Session: Director Martinez’s Performance Assessment. The Executive session was estimated to take 15 minutes. It began at 12:32 pm and ended at 12:38 pm.

Resolution #PHA-2024-12; City of Forks Funding Request for Ox Bow Apartments. Moved to approve by Commissioner Turner, seconded by Commissioner Cunningham. Voice vote, approved.

Adjournment: The meeting adjourned at 12:42 pm

Next Special Meeting:

Wednesday, May 1st, 2024, at 1:00 P.M.
Jamestown S'Klallam Administrative Building – Alderwood room
1033 Oly Blyn Hwy
Sequim, WA 98328
and virtually:

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

<https://peninsulapha.org/>

Next Regular Meeting:

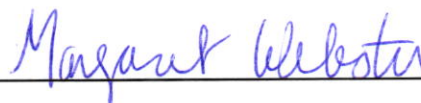
Wednesday, May 15, 2024, 2024, at 12:00 P.M.
Peninsula Housing Authority, Conference Room
2603 S Francis
Port Angeles WA 98362
and virtually:

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