



11515 Canyon Road E, Puyallup, WA, 98373 | 253-620-5400 | [www.pchawa.org](http://www.pchawa.org)

## MINUTES OF THE JUNE 24<sup>TH</sup> REGULAR MEETING OF THE BOARD OF COMMISSIONERS

**DATE:** June 24<sup>th</sup>, 2026  
3:30 PM

**LOCATION:** PCHA Main Campus and Hybrid  
over ZOOM

**IN ATTENDANCE:** Chairperson Mark Martinez  
\*Vice Chairperson Narva Walton  
Commissioner Blaksley  
Commissioner Stewart  
Commissioner Schuler  
Commissioner Winship

**ALSO IN ATTENDANCE:**  
Victor Caesar, Executive Director  
Tamara Meade, Deputy Executive Director  
Ebonique Moore, Director of Property Management  
Sean McKenna, Director of Project Management  
Ney Calhoun, Human Resources Manager  
Joanna Nieto, Controller  
Darcy Erwin, Policy and Strategy Manager  
Ariel Daniels, HCV Manager  
Julie Foss, Quality Control Coordinator  
Daisy Perez, Executive Administrative Assistant  
\*In Attendance Via Zoom/Phone

### CALL TO ORDER

Chairperson Martinez called the Regular Meeting of the Board of Commissioners to order at 3:30 p.m. with the presence of a quorum. All Commissioners were present at the start of the meeting.

### AGENDA

Chairperson Martinez entertained a motion to approve the agenda as presented. Commissioner Stewart so moved. Commissioner Winship seconded the motion. Chairperson Martinez asked for any changes to the Agenda. With no changes proposed a vocal vote was taken with the following result:

|                                | <i>In Favor</i>                     | <i>Opposed</i>           | <i>Abstain</i>           | <i>Absent</i>            |
|--------------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| <i>Commissioner Blaksley</i>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Commissioner Stewart</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Commissioner Schuler</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Commissioner Winship</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Vice Chairperson Walton</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Chairperson Martinez</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



The agenda was so approved.

## PUBLIC COMMENT

Chairperson Martinez called for public comment. No comment was given. Public comment was thereby closed.

## CONSENT AGENDA

Chairperson Martinez called for a motion to approve the minutes of the May 27<sup>th</sup>, 2026, Regular Meeting as presented. Commissioner Winship so moved. Commissioner Stewart seconded the motion. A vocal vote was taken with the following result:

|                                | <i>In Favor</i>                     | <i>Opposed</i>           | <i>Abstain</i>           | <i>Absent</i>            |
|--------------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| <i>Commissioner Blaksley</i>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Commissioner Stewart</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Commissioner Schuler</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Commissioner Winship</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Vice Chairperson Walton</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Chairperson Martinez</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The minutes were so approved.

Chairperson Martinez entertained a motion to approve the cash disbursements for May 2026. Commissioner Winship so moved. Commissioner Stewart seconded the motion. Chairperson Martinez asked for the recommendation of the Finance Committee. Commissioner Schuler answered that the committee met June 23<sup>rd</sup> and based on the information provided Commissioner Schuler recommends approval of the cash disbursements and voucher approval. A vocal vote was taken with the following result:

|                                | <i>In Favor</i>                     | <i>Opposed</i>           | <i>Abstain</i>           | <i>Absent</i>            |
|--------------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| <i>Commissioner Blaksley</i>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Commissioner Stewart</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Commissioner Schuler</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Commissioner Winship</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Vice Chairperson Walton</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Chairperson Martinez</i>    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The cash disbursements from May 2026 were so approved.

## RESOLUTIONS FOR DISCUSSION

### *Resolution 1991: Chateau Rainier Omnibus*

Chairperson Martinez called for a motion to approve Resolution 1991, Chateau Rainier Omnibus that allows the Executive Director to sign all necessary documents to launch the project. Commissioner Stewart moved to approve, and Commissioner Schuler seconded the motion. Executive Director Victor Caesar presented Resolution 1991.

With no further comment, a vocal vote was taken with the following result:

|  | <i>In Favor</i> | <i>Opposed</i> | <i>Abstain</i> | <i>Absent</i> |
|--|-----------------|----------------|----------------|---------------|
|--|-----------------|----------------|----------------|---------------|



|                         |                                     |                          |                          |                          |
|-------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| Commissioner Blaksley   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Commissioner Stewart    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Commissioner Schuler    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Commissioner Winship    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vice Chairperson Walton | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Chairperson Martinez    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Resolution 1991 was so approved.

### Resolution 1992: Chateau Rainier Bond

Chairperson Martinez called for a motion to approve Resolution 1992, Chateau Rainier Bond. Commissioner Stewart moved to approve, and Commissioner Schuler seconded the motion. Executive Director Victor Caesar presented Resolution 1992. Commissioner Winship sought clarification on what entity was the servicer. Executive Director Caesar clarified the servicer is Citibank. Commissioner Winship inquired how the servicer priced the loan. Executive Director Caesar clarified it is based on the market, and the market provides the rate. Chairperson Martinez commented he is looking forward to this project.

With no further comment, a vocal vote was taken with the following result:

|                         | <i>In Favor</i>                     | <i>Opposed</i>           | <i>Abstain</i>           | <i>Absent</i>            |
|-------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| Commissioner Blaksley   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Commissioner Stewart    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Commissioner Schuler    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Commissioner Winship    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vice Chairperson Walton | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Chairperson Martinez    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Resolution 1992 was so approved.

## STRATEGIC FOCUS

### LIPH Program Update

Director of Project Management Sean McKenna presented the LIPH Program Update. Commissioner Winship sought clarification on whether VA and FHA do inspections themselves. Director McKenna clarified VA and FHA will do a buyer's building inspection. Commissioner Blaksley requested exact figures for homes sold and not averages. Director McKenna provided a separate spreadsheet that shows exact figures for homes sold. Vice Chairperson Walton posed the question if it's needed to come up with new appraisal values based on today's rates, and not 2022 values. Director McKenna stated the 2022 values are HUD references. Vice Chairperson Walton inquired if HPC is listing at the appraised value. Director McKenna stated no, the sales prices are averaging some percentages above the 2022 appraised values. Commissioner Winship inquired if the agents at ReMax have input in terms of what the listing price is. Director McKenna stated yes that they provide their analysis of the market price range, however, Director McKenna goes back and forth with ReMax. Commissioner Schuler inquired if the updated BOBs are real time. Director McKenna stated yes. Commissioner Schuler commented if HPC goes to market, and if it turns out that HPC is low, HPC gets multiple offers. Commissioner Schuler commented it sounds like HPC is doing real time updates of evaluations. Vice Chairperson Walton commented she would like to see a "List Price" column added for the comparison of homes sold to



ReMax and Habitat. Commissioner Blaksley commented that the spreadsheet is helpful. Vice Chairperson Walton appreciated the spreadsheet. Commissioner Winship commented that listing prices lower can generate more competition and he also appreciated the informative spreadsheet. Vice Chairperson Walton and Commissioner Blaksley commented they would like the spreadsheet to be reported on and included in the monthly board meetings. Chairperson Martinez thanked Director McKenna and Controller Joanna Nieto for their work in putting together the spreadsheet and presentation. No additional questions or comments were raised by the Commissioners.

## AGENCY REPORTS

Executive Director Victor Caesar presented the Executive and Real Estate Development Report (page 39) of the June 24<sup>th</sup>, 2026, Regular Board Information Packet as written. Commissioner Winship inquired about the agency that would potentially rent the former HPC office. Executive Director Caesar stated the agency is Pierce County Pet Food Bank. Commissioner Blaksley provided background information of the Pierce County Pet Food Bank. Commissioner Schuler inquired if there is a plan for submitting an idea for a grant. Executive Director Caesar stated yes that there is a plan. No additional questions or comments were raised by the Commissioners.

Deputy Executive Director Tamara Meade presented the Deputy Executive Report, Two-Year-Tool and Supported Housing Reports (page 40-46) of the June 24<sup>th</sup>, 2026, Regular Board Information Packet as written. No additional questions or comments were raised by the Commissioners.

Director of Property Management, Ebonique Moore, was present at the meeting but is new to her role. Therefore, Executive Director Caesar presented the Property Management Reports (page 47-53) of the June 24<sup>th</sup>, 2026, Regular Board Information Packet as written. Executive Director Caesar stated that Affordable Housing and Maintenance Departments have merged and is now the Property Management Department. Commissioner Blaksley inquired where the posting for units is advertised. Executive Director Caesar stated it's posted on the new website of HousingPC.org. No additional questions or comments were raised by the Commissioners.

Controller Joanna Nieto presented the Finance Report (page 54-56) of the June 24<sup>th</sup>, 2026, Regular Board Information Packet as written. Commissioner Schuler inquired if she was present (employed) during the payment conversion. Controller Nieto stated she was not; she was present during 2025 when 2024 W-2s went out. Commissioner Blakesly inquired what prompted an audit. Controller Joanna stated she is unsure, it seems like a random audit. No additional questions or comments were raised by the Commissioners.

Director of Project Management, Sean McKenna presented the Project Management Report (page 76-77) of the June 24<sup>th</sup>, 2026, Regular Board Information Packet as written. Commissioner Schuler sought clarification on Habitat's shortcomings. Executive Director Caesar stated that Habitat has a goal of 80 homes and do not want to touch the ones that have contamination, based on what HPC has left, it's making it hard for them to reach the goal of 80. Commissioner Blaksley inquired about what entity required Habitat to do the testing. Executive Director Caesar stated Washington State requires the testing to be completed. No additional questions or comments were raised by the Commissioners.



## COMMISSIONERS CORNER

Chairperson Martinez opened Commissioners' Corner. With no additional business, Commissioners' Corner was then closed.

## EXECUTIVE SESSION

An Executive Session was called to consider acquisition or sale of real estate and to review the performance of a public employee for a duration of 26 minutes, from 5:15 p.m. to 5:41 p.m. The Executive Session was closed, and the Board returned to regular session at 5:42 p.m. No action was taken following the Executive Session.

## ADJOURNMENT

Having no further business to come before the Board, Chairperson Martinez called for a motion to adjourn the Regular Meeting of the Board of Commissioners. Commissioner Stewart moved to adjourn, and Commissioner Winship seconded the motion.

With all in favor and none opposed, the meeting was adjourned at 5:42 p.m.



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## VOUCHER APPROVAL REPORT

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Pierce County Housing Authority, and that I am authorized to authenticate and certify to said claim in the amount of:

**\$5,264,515.44** This 24<sup>th</sup> day of June 2026

| Date Range | Transaction ID#                   | Bank Account | Total May 2026 | Total April 2026 | Change in Disbursements Month over Month | Notes                                         |
|------------|-----------------------------------|--------------|----------------|------------------|------------------------------------------|-----------------------------------------------|
| 31-May-26  | Check#:6545                       | LIPH Mgmt.   | \$1,500.00     | \$0.00           | \$1,500.00                               |                                               |
| 31-May-26  | EFT#:                             | LIPH Mgmt.   | \$0.00         | \$0.00           | \$0.00                                   |                                               |
| 31-May-26  | VOID Check#:                      | LIPH Mgmt.   | \$0.00         | \$0.00           | \$0.00                                   |                                               |
| 31-May-26  | VOID EFT#:                        | LIPH Mgmt.   | \$0.00         | \$0.00           | \$0.00                                   |                                               |
| 31-May-26  | Check #: 359012-359168            | Section 8    | \$372,414.52   | \$452,462.77     | -\$80,048.25                             | Voids and reissues for lost checks in April   |
| 31-May-26  | EFT#: 319313-320445               | Section 8    | \$3,636,682.79 | \$3,623,935.25   | \$12,747.54                              |                                               |
| 31-May-26  | VOID Check#: 359153,359156        | Section 8    | -\$1,212.04    | -\$2,717.00      | \$1,504.96                               |                                               |
| 31-May-26  | VOID EFT#: 319717, 320218, 320400 | Section 8    | -\$13,187.00   | -\$883.00        | -\$12,304.00                             |                                               |
| 31-May-26  | Check#:93056-93189                | Gen Ops      | \$480,844.00   | \$395,259.49     | \$85,584.51                              | City of Fife Sewer paid in May                |
| 31-May-26  | EFT#: 10392-10426                 | Gen Ops      | \$151,151.63   | \$251,282.67     | -\$100,131.04                            | Abatement, Property Insurance, Audit in April |
| 31-May-26  | VOID Check#:                      | Gen Ops      | \$0.00         | -\$22,858.50     | \$22,858.50                              |                                               |
| 31-May-26  | VOID EFT#:                        | Gen Ops      | \$0.00         | \$0.00           | \$0.00                                   |                                               |
| May-26     | Greystone Transfers               | Gen Ops      | \$140,484.00   | \$140,484.00     | \$0.00                                   |                                               |
| 3-Apr-26   | Payroll 9                         | Payroll      | \$175,196.80   | \$161,610.91     | \$13,585.89                              |                                               |
| 17-Apr-26  | Payroll 10                        | Payroll      | \$159,835.00   | \$168,665.92     | -\$8,830.92                              |                                               |
|            | Payroll 11                        | Payroll      | \$160,804.74   | \$0.00           | \$160,804.74                             |                                               |
|            | Totals                            |              | \$5,264,514.44 | \$5,167,242.51   | \$97,271.93                              |                                               |

Auditing Officer: \_\_\_\_\_

Date: \_\_\_\_\_