

Board Minutes

**PIERCE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
Wednesday, March 30, 2022 3:30 p.m.
Via Zoom**

AGENDA

1. ROLL CALL
2. PUBLIC COMMENT – FIVE (5) MINUTES PER SPEAKER
3. CONSIDER A MOTION APPROVING THE MINUTES FOR THE ANNUAL BOARD MEETING HELD ON February 23, 2022.
4. CONSIDER A MOTION APPROVING THE MINUTES FOR THE REGULAR BOARD MEETING HELD ON February 23, 2022.
5. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$3,722,764.26 FOR January 2022
6. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$3,488,885.39 FOR February 2022
7. INTRODUCTION OF GUESTS QUADEL CONSULTING – Technical Assistants provided by HUD for Repositioning
8. REPORTS
 - a. INTRODUCTION OF STAFF
 - b. FINANCE - Moreen Ford Acting CFO
 - c. SECTION 8 AND PUBLIC HOUSING – Tamara Meade
 - d. MAINTENANCE and REAL ESTATE – Victor Lovelace
 - e. ENTERPRISE APARTMENTS – Christina McLeod
 - f. PUBLIC HOUSING REPOSITIONING – Sean McKenna
 - g. EXECUTIVE DIRECTOR REPORT – Jim Stretz
9. COMMISSIONER’S CORNER
10. EXECUTIVE SESSION

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act.

Legal purposes include: to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for the executive session and the time when the executive session is expected to conclude.

Under RCW 42.30.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations

11. ADJOURNMENT

The Pierce County Housing Authority Board of Commissioner will hold its meetings to ensure essential Housing Authority functions continue, however due to Governor Inslee’s [Emergency Proclamation 20-25 Stay Home – Stay Healthy](#) issued on March 23, 2020, in-person attendance by members of the public is NOT permitted at this time.

During this public health emergency, we will only accept public comment at Director@pchawa.org. Submit public comments any time before the Board of Commissioner’s meeting adjourns. All written comments will be part of the record. If you make public comments before noon on the day of the Board meeting, Board members will receive them prior to the meeting.

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE PIERCE
COUNTY HOUSING AUTHORITY

March 30, 2022
603 SOUTH POLK STREET
TACOMA WA 98445

Location: via Zoom

In attendance via Zoom: Commissioner Blakesley
Commissioner Miller joined at 3:36 pm
Commissioner Stewart
Commissioner Walton joined at 3:39 pm
Chairperson Martinez

Also in attendance via Zoom: Jim Stretz, Executive Director
Moreen Forde, Acting Financial Officer
Victor Lovelace, Maintenance Director
Tina McLeod, Director of Operations
Sean Mckenna, Director of Project Management
Tamara Meade, Director of Supported Housing Programs

Chairperson Martinez called the meeting to order at 3:34 pm. Roll call was taken with those in attendance.

Chairperson Martinez asked the Board to consider a motion approving the minutes of the annual board meeting held on February 23, 2022. Commissioner Stewart so moved. Commissioner Blakesley seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Blakesley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<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 Walton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked the Board to consider a motion approving the minutes of the regular board meeting held on February 23, 2022. Commissioner Miller so moved. Commissioner Blakesley seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Blakesley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<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 Walton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked the Board to consider a motion ratifying the payment of cash disbursements for January 2022. Commissioner Stewart so moved. Commissioner Miller seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Blakesley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<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 Walton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked the Board to consider a motion ratifying the payment of cash disbursements for February 2022. Commissioner Stewart so moved. Commissioner Miller seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Blakesley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<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 Walton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked for the introduction of staff. Christina introduced Kendal Stearns, who started in February as an Assistant Property Manager.

Chairperson Martinez asked for the finance report. Moreen went over her written reports. There was a discussion on whether any of the funds were available for investing.

Chairperson Martinez asked for the Section 8 report. Tamara went over her two-year tool and End of Participation handout. There was a discussion on how HUD determines the budget for the Vouchers. There was also a discussion about if there were other ways to get funds to utilize unused Vouchers. There was a discussion on how to get more landlords involved and educated about the HCV program.

Chairperson Martinez asked for the maintenance report. Victor went over his written report.

Chairperson Martinez asked for the affordable housing report. Christina went over written report.

Chairperson Martinez asked for the projects management report. Sean went over his written report. There was a lengthy discussion involved with selling houses to Habitat Humanity. Commissioner Miller brought up the issue of selling the homes for homeownership targeting low and moderate first-time home buyers could results in a lower net price and if that made economic sense. Commissioner Blakesley asked to bring the issue up for a more in-depth discussion due to time constraints.

Chairperson Martinez asked for the Executive Director report. Jim has found someone to help manage the retreat. She will meet with each of the Commissioners and develop the agenda from the individual discussions. Jim gave an update on the audit and issues around financial discloser for the 2nd year necessitating review of our current service provider Tamara and Jim will be meeting with the City of Puyallup in regards to the people who are being relocated from a local mobile home park because of a sale of the park. Jim reminded the Board that they passed a change to our rules last month to make tenants in this situation a priority in allocating rental vouchers.

Chairperson Martinez asked if there was anything for the Commissioner’s Corner. Chairperson Martinez will reach out to the new Commissioners since he was not present to welcome them at their first meeting last month.

No Executive Session

Meeting adjourned at 6:09 pm.