



PIERCE COUNTY HOUSING AUTHORITY

603 South Polk Street, Tacoma, WA 98444 | 253-620-5400

MINUTES FOR THE OCTOBER REGULAR MEETING
OF THE BOARD OF COMMISSIONERS

Date: October 25th, 2024
1:03 PM

Location: Environmental Services Building (9850 64th St W
Ste 201, University Place, WA 98467, West
Meeting Room) and Hybrid over ZOOM

In Attendance: Chairperson Mark Martinez
Commissioner Narva Walton
Commissioner Blaksley
Commissioner Stewart
Commissioner Winship

Also in Attendance: Jim Stretz, Executive Director
Tamara Meade, Deputy Executive Director
Christina McLeod, Director of Operations
Tammy Moter, Director of Finance
Sean McKenna, Director of Project Management
Victor Lovelace, Director of Maintenance
Riley Guerrero, Planning, Policy, and Community Engagement Manager
Darcy Erwin, Business Development Coordinator

CALL TO ORDER

Chairperson Martinez called the Regular Meeting of the Board of Commissioners to order at 1:03 PM. All Commissioners were present.

AGENDA

Chairperson Martinez entertained a motion to approve the agenda as presented. Commissioner Stewart so moved. Commissioner Winship seconded the motion. With no changes recommended, a vocal vote was called with the following result:

	In Favor	Opposed	Abstain	Absent
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 Winship	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chairperson 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"/>

The agenda was so approved.

PUBLIC COMMENT

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

OLD BUSINESS

Chairperson Martinez called for a motion to approve the minutes of the September 2024 Regular Meeting as presented. Commissioner Stewart so moved. Commissioner Winship seconded the motion.

A vocal vote was taken with the following result:

	In Favor	Opposed	Abstain	Absent
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 Winship	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chairperson 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"/>

The minutes were so approved.

Chairperson Martinez entertained a motion to approve the cash disbursements for September 2024. Chair Martinez requested a report from Director of Finance Tammy Moter. Director Moter provided an update on the funding of activities specific to LIPH and the LGIP, provided an update regarding the budget, and considerations for additional revenue activities. Commissioner Blaksley inquired about the costs associated with the LIPH Disposition. Director Moter and Project Manager McKenna described the costs.

Chair entertained the motion to adopt. Commissioner Stewart so moved. Commissioner Winship seconded the motion. A vocal vote was taken with the following result:

	In Favor	Opposed	Abstain	Absent
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 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"/>

Note: Commissioner Walton arrived during the motion to approve the cash disbursements, at approximately 1:07pm.

The cash disbursements from September 2024 were so approved.

NEW BUSINESS

Resolution 1951

Chairperson Martinez called for a motion to approve Resolution 1951, to adopt a new logo and DBA for Pierce County Housing Authority. Commissioner Stewart so moved. Commissioner Winship seconded the motion. Planning, Policy, and Community Engagement Manager Riley Guerrero presented Resolution 1951, and the supporting documents as included in the October

2024 Information Packet. Vice Chairperson Walton and Commissioner Blaksley commented that they were not ready to adopt the new logo as presented and requested additional options as well as the opinion of consultant. Chair Martinez and Commissioner Winship complimented the logo as presented. Commissioner Stewart requested additional renditions of the logo presented. Staff advised the Board of Commissioners to determine if they would like to utilize the services of an external party to develop a logo, or to have staff continue to revise and develop the logo internally. Commissioners requested from staff specific revisions of the logo presented and requested additional information on potential external business to partner with.

Chairperson Martinez entertained a motion to table Resolution 1951. Commissioner Stewart so moved, and Commissioner Blaksley seconded the motion.

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

	In Favor	Opposed	Abstain	Absent
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 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Resolution 1951 was thereby tabled until a special meeting.

EXECUTIVE AND DIRECTOR REPORTS

Director of Operations Christina McLeod presented her report on the Affordable Housing Division. Commissioner Stewart commented on issues experienced at non-PCHA apartments in the community. Commissioner Blaksley commended the Affordable Housing Division on their looking out for PCHA residents and doing everything they can for the community. No additional questions or comments from Commissioners

Director of Finance Tammy Moter presented the Finance Report. No additional questions or comments from Commissioners.

Executive Director Jim Stretz presented the Human Resources Report as assembled by Human Resources Manager Ney Calhoun. Commissioner Blaksley inquired about the types of positions that were currently vacant. PCHA Leadership informed Commissioners of all open positions. No additional questions or comments from Commissioners.

Director of Maintenance Victor Lovelace presented the Maintenance Report. Chairperson Martinez inquired about work orders and if there appears to be any trends in work orders. Director Lovelace responded on the patterns he’s noticed in work orders for PCHA’s multi-family properties.

Planning, Policy, and Community Engagement Manager Riley Guerrero presented the PPCE Report. Commissioners applauded the work of Business Development Coordinator Darcy Erwin for awarded funding. Commissioners applauded the work of Manager Riley Guerrero for grant funding. Commissioner Winship inquired about the Maureen Howard Affordable Housing Act and Manager Guerrero responded with additional information. Commissioner Blaksley provided community recommendations for logo. Manager Guerrero informed Commissioners that PCHA will be moving to

the new office space on November 22nd, with November 25th being PCHA's first working day at the new office. No additional questions or comment from Commissioners.

COMMISSIONERS CORNER

Chair Martinez called commissioners' corner. Commissioners expressed their satisfaction with complements to Manager Guerrero for the materials and both Manager Guerrero and Coordinator Erwin for the organization of the Board Retreat. Executive Director Stretz recapped the LIHTC project that was presented day one of the Board Retreat. Executive Director Stretz recapped the PCHA property acquisitions and the relocation of PCHAs main campus. With no additional comments from Commissioners, Commissioners' Corner was thereby closed.

ADJOURNMENT

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

The meeting was adjourned at 1:59 PM.