HOUSING PIERCE COUNTY
11515 Canyon Road E, Puyallup, WA, 98373 | 253-620-5400 | www.housingpc.org

MINUTES OF THE AUGUST 26TH REGULAR MEETING OF THE BOARD OF COMMISSIONERS

DATE: August 26th, 2026
3:30 PM

LOCATION: HPC Main Campus and Hybrid over Microsoft Teams

IN ATTENDANCE:

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
**Riley Guerrero, Policy and Strategy Manager
Ney Calhoun, Human Resources Manager
Joanna Nieto, Controller
Darcy Erwin, Business Analytics Manager
Ariel Daniels, HCV Manager
Daisy Perez, Executive Administrative Assistant
**In Attendance Via Teams/Phone

CALL TO ORDER

Commissioner Stewart called the Regular Meeting of the Board of Commissioners to order at 3:32 p.m. with the presence of a quorum. All Commissioners were present at the start of the meeting except for Commissioner Schuler who arrived at 4:11 p.m.

AGENDA

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

	In Favor	*Opposed*	*Abstain*	*Absent*
Commissioner Blaksley	☒	☐	☐	☐
Commissioner Stewart	☒	☐	☐	☐
Commissioner Schuler	☐	☐	☐	☒

Commissioner Winship	☒	☐	☐	☐
Vice Chairperson Walton	☐	☐	☐	☒
Chairperson Martinez	☐	☐	☐	☒

The agenda was so approved.

PUBLIC COMMENT

Commissioner Stewart called for public comment. No comment was given. Public comment was thereby closed.

CONSENT AGENDA

Commissioner Stewart called for a motion to approve the minutes of the August 26th Regular Meeting as presented. Commissioner Winship so moved. Commissioner Blaksley seconded the motion. A vocal vote was taken with the following result:

	In Favor	*Opposed*	*Abstain*	*Absent*
Commissioner Blaksley	☒	☐	☐	☐
Commissioner Stewart	☒	☐	☐	☐
Commissioner Schuler	☐	☐	☐	☒
Commissioner Winship	☒	☐	☐	☐
Vice Chairperson Walton	☐	☐	☐	☒
Chairperson Martinez	☐	☐	☐	☒

The minutes were so approved.

Commissioner Stewart entertained a motion to approve the cash disbursements for July 2026. Commissioner Winship so moved. Commissioner Blaksley seconded the motion. Commissioner Stewart asked for the recommendation of the Finance Committee. Commissioner Stewart answered that the committee met Tuesday, August 25th and based on the information provided Commissioner Stewart recommends approval of the cash disbursements and voucher approval. A vocal vote was taken with the following result:

The cash disbursements from July 2026 were so approved.

RESOLUTIONS FOR DISCUSSION

Resolution 1994: Ratify the Collective Bargaining Agreement Between HPC and the Union Local 8 (OPEIU)

Commissioner Stewart called for a motion to approve Resolution 1994, Ratify the Collective Bargaining Agreement Between HPC and the Union Local 8 (OPEIU). Commissioner Winship moved to approve, and Commissioner Blaksley seconded the motion. Human Resources Manager Ney Calhoun presented Resolution 1994. Commissioner Stewart inquired about the number of sessions with the union. Human Resource Manager Calhoun clarified there were seven sessions. Commissioner Winship inquired about the health insurance premiums increasing on an annual basis. Human Resource Manager Calhoun clarified the health insurance premiums do increase significantly on an annual basis.

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

	In Favor	*Opposed*	*Abstain*	*Absent*

Commissioner Blaksley	☒	☐	☐	☐
Commissioner Stewart	☒	☐	☐	☐
Commissioner Schuler	☐	☐	☐	☒
Commissioner Winship	☒	☐	☐	☐
Vice Chairperson Walton	☐	☐	☐	☒
Chairperson Martinez	☐	☐	☐	☒

Resolution 1994 was so approved.

Resolution 1995: Authorizing the Submission of Local, State, & Federal Funding Applications

Commissioner Stewart called for a motion to approve Resolution 1995, Authorizing the Submission of Local, State, & Federal Funding Applications. Commissioner Winship moved to approve, and Commissioner Blaksley seconded the motion. Executive Director Victor Caesar presented Resolution 1995.

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

	In Favor	*Opposed*	*Abstain*	*Absent*
Commissioner Blaksley	☒	☐	☐	☐
Commissioner Stewart	☒	☐	☐	☐
Commissioner Schuler	☐	☐	☐	☒
Commissioner Winship	☒	☐	☐	☐
Vice Chairperson Walton	☐	☐	☐	☒
Chairperson Martinez	☐	☐	☐	☒

Resolution 1995 was so approved.

Resolution 1996: MRSC Small Works Roster

Commissioner Stewart called for a motion to approve Resolution 1996, MRSC Small Works Roster. Commissioner Winship moved to approve, and Commissioner Blaksley seconded the motion. Business Analytics Manager Darcy Erwin presented Resolution 1996. Commissioner Stewart inquired about the acronym MRSC. Commissioner Winship clarified MRSC stands for Municipal Services Research Center. Commissioner Winship inquired about the direct contracting provision for projects. Business Analytics Manager Erwin clarified HPC does not currently have the capacity to do direct contracting and will not be used until HPC goes through the process of having a business utilization plan.

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

	In Favor	*Opposed*	*Abstain*	*Absent*
Commissioner Blaksley	☒	☐	☐	☐
Commissioner Stewart	☒	☐	☐	☐
Commissioner Schuler	☐	☐	☐	☒
Commissioner Winship	☒	☐	☐	☐
Vice Chairperson Walton	☐	☐	☐	☒
Chairperson Martinez	☐	☐	☐	☒

Resolution 1996 was so approved.

AGENCY REPORTS

Executive Director Victor Caesar presented the Executive Report and Real Estate Report (page 47-48) of the August 26th, 2026, Regular Board Information Packet as written.
No additional questions or comments were raised by the Commissioners.

Deputy Executive Director Tamara Meade presented the Deputy Executive Report and Supported Housing and Two-Year-Tool Report (page 49-55) of the August 26th, 2026, Regular Board Information Packet as written. Commissioner Blaksley sought clarification on who can attend the Resident Advisory Board Meeting. Deputy Executive Director Meade clarified that anyone could attend the Resident Advisory Board Meeting. No additional questions or comments were raised by the Commissioners.

Director of Property Management Ebonique Moore presented the Property Management Report (page 56-59) of the August 26th, 2026, Regular Board Information Packet as written. Commissioner Stewart inquired about how Director Moore works with tenants to reduce delinquency. Property Management Director Moore clarified she's working on court order payment plans. Commissioner Stewart inquired about what action is done before involving the legal system. Property Management Director Moore clarified that a resident meeting would take place prior to involving a court order. Commissioner Stewart inquired about any negative responses from the resident meetings. Property Management Director Moore stated there are negative responses. Commissioner Winship inquired about a tenant defaulting on a court ordered plan. Property Management Director Moore clarified a tenant would be evicted if they default on a court ordered plan. Commissioner Stewart inquired about legal fees. Property Management Director Moore clarified the attorneys and court fees. No additional questions or comments were raised by the Commissioners.

Controller Joanna Nieto presented the Cash Position Report (page 60) of the August 26th, 2026, Regular Board Information Packet as written. The Finance Report and Financial Statements were not presented on due to the changes to HPC's financial statements with the recent conversion of the Chateau Rainier to a Low-Income Housing Tax Credit (LIHTC) property. No additional questions or comments were raised by the Commissioners.

Business Analytics Manager Darcy Erwin presented the Business Analytics Report (page 61) of the August 26th, 2026, Regular Board Information Packet as written. Commissioner Blaksley inquired about an example of incidents that occur. Business Analytics Manager Erwin clarified some examples like security threats and tenant resident behavior. No additional questions or comments were raised by the Commissioners.

Director of Project Management Sean McKenna presented the Project Management Report (page 61) of the August 26th, 2026, Regular Board Information Packet as written. Commissioner Blaksley inquired why the process has taken longer than usual. Director of Project Management McKenna stated the review can take up to a few months. Commissioner Blaksley inquired how many vacant houses HPC has. Director of Project Management McKenna clarified the number of vacant houses. Commissioner Schuler inquired about the potential buyer's purchase agreement versus making the homes ready and hoping for an offer. Director of Project Management McKenna clarified he hoped offers would come in.
No additional questions or comments were raised by the Commissioners. Commissioner Blaksley inquired if reducing the price on homes is an option. Director of Project Management McKenna clarified

on the option of reducing the price.

COMMISSIONERS CORNER

Commissioner Stewart opened Commissioners' Corner. With no additional business, Commissioners' Corner was then closed.

EXECUTIVE SESSION

An Executive Session was not called.

ADJOURNMENT

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

With all in favor and none opposed, the meeting was adjourned at 4:42 p.m.

HOUSING
PIERCE COUNTY

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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:

$5,911,562.30 This 26th day of August 2026

Date Range	Transaction ID#	Bank Account	Total July 2026	Total June 2026	Change in Disbursements Month over Month	Notes
31-Jul-26	Check#:	LIPH Mgmt.	$0.00	$0.00	$0.00	
31-Jul-26	EFT#:	LIPH Mgmt.	$0.00	$0.00	$0.00	
31-Jul-26	VOID Check#:	LIPH Mgmt.	$0.00	$0.00	$0.00	
31-Jul-26	VOID EFT#:	LIPH Mgmt.	$0.00	$0.00	$0.00	
31-Jul-26	Check #: 359324-359484	Section 8	$384,405.99	$349,435.54	$34,970.45	Landlord change of ownership; rent increases; new move-ins in July
31-Jul-26	EFT#: 321579-322716	Section 8	$3,781,756.18	$3,654,272.92	$127,483.26	Landlord change of ownership; rent increases; new move-ins in July
31-Jul-26	VOID Check#: 359187,359261,359309	Section 8	-$8,755.35	-$9,392.35	$637.00	June voids Check#: 359187,359261,359309
31-Jul-26	VOID EFT#:	Section 8	$0.00	-$1,054.00	$1,054.00	June voids: EFT#: 320640
31-Jul-26	Check#:93301-934458	Gen Ops	$696,887.96	$352,890.87	$343,997.09	Increase in LIPH Dispo and CR LIHTC related expenses in July
31-Jul-26	EFT#: 10483-10556	Gen Ops	$589,867.32	$301,385.00	$288,482.32	Increase in LIPH Dispo and CR LIHTC related expenses in July
31-Jul-26	VOID Check#: 93215, 93242	Gen Ops	-$27,454.49	$0.00	-$27,454.49	PC Sewer
31-Jul-26	VOID EFT#:	Gen Ops	$0.00	$0.00	$0.00	
Jul-26	Greystone Transfers	Gen Ops	$140,484.00	$140,484.00	$0.00	
11-Jul-26	Payroll 14	Payroll	$199,264.12	$164,241.29	$35,022.83	
25-Jul-26	Payroll 15	Payroll	$155,106.57	$162,287.15	-$7,180.58	
		Payroll	$0.00	$0.00	$0.00	
		Totals	$5,911,562.30	$5,114,550.42	$797,011.88	

Auditing Officer: _____ Date: _____