

Homeward Bound Community Land Trust

Board of Trustees Meeting Agenda

August 11, 2018 – 2 – 4 PM

Dungeness Valley Lutheran Church, 925 N Sequim Ave, Sequim WA 98382

Agenda

1. Call to Order
2. Roll Call
 - a. Mark Cooper, Regan Harrison, Vanessa Indelicato, Christine Jacobson, Kristina Hestenes Stimson, Melinda Szatlocky, Matt Woodward
 - b. Absent: Monica Bell, Kate Dean
 - c. Guests: Kevin Coker, Kendra Waggoner, Mike Szatlocky
3. Adoption of the Agenda M/S/C Approved
4. Public Comment
 - a. No public comments were made as no members of the public attended
5. Approval of [July 14, 2018 Minutes](#) M/S/C Approved
6. Consent Agenda
 - a. *No regular reports; entire Board is 100% focused on Cherry Street*
7. Officer and Committee Reports
 - a. *As removed from Consent Agenda*
8. Old Business
 - a. *Include name of point person on the item and the proposed time allotment*

Mike Szatlocky with Cherry Street Updates: See Below

9. New Business
 - a. Brick fundraiser status: Serenity resigned and someone needs to take over the brick fundraiser. We should not do this until we have broken ground.
 - b. Ground Lease discussion related to sale of home – Melinda read from Article X of the ground lease, which covers transfer of home. We also discussed the home that is in default and what to do about that since it could go to auction at any time, nothing was concluded. Regan will submit letter of intent to sell in mid-Sept. Regan, Melinda, and Vanessa will meet to prepare.
 - c. Cherry Street Status Updates – Mark (15 mins)
 - i. General contractor: Pete Duffy with Blue Heron Construction sent a pre-construction agreement. \$1500 or 23 hours. Malcolm Dorm will be supportive if Pete comes on. We need to sign this ASAP and return. Motion: (Mark, Vanessa) M/S/C Approved
 - ii. Foundation bids: no bids under contract, general contractors very busy, booked out until possibly Oct.
 - iii. New cost estimates: Melinda to call about this
 - iv. Meeting with Church: Set for August 6
 - v. Status of loan see below
 - d. Cherry Street Project – Kevin Coker
 - e. Give Jefferson Campaign
 - i. Overview of Process and Next Steps – Board (5 mins)
 - ii. Fundraising Strategies – Liz Coker: Absent so we did not discuss this
10. Executive Session

- a. *Optional; used to discuss any sensitive matters that should not be part of the open meeting*
- 11. Good of the Order
 - a. *Speakers are allowed up to 3 minutes each to make general statements or observations related to the business of Homeward Bound or affordable housing in general, for a total of no more than 15 minutes for all speakers*
- 12. Adjourn

Mike Szatlocky's Cherry Street Report:

Permit complete, in-hand. Loan status: in process with city: ball is in their court, waiting for Heidi the attorney to work on. Contractor has left the area so searching for new contractor, which is delaying process. 4 units in building per code, additional could take 2 years to process. Interim code change, waiting for that, possibly next month and sept. for approval. Need to do plan unit development. They asked for elevation drawings. Land planning: drawing attached is most recent. It allows for the parking to be in one area. We don't need to have access on Cass st so we don't have to do any improvements on that st. This also allows the church to have 66 parking spaces. Should we abandon Cass st.? If we do, the Choun's would then own it. Mike will run this by Doug Mason and Jim Wingler (surveyor). Neighbors' view-scape will remain mostly unchanged. In the future we will have a potluck and invite the neighbors within 300 foot radius to the church. With the PUD process there is planning for the future such as planning for stormwater.

Church layout

MOU for church on PUD/Parking lot: if they use it without us acknowledging it, it could ripen into ownership. 1st step is to issue narrative to tell the PUD what we are doing and trading space.

We will get a license or a letter of understanding, that outlines a formal arrangement.

We are putting up a kiosk, which will also be where our mailboxes will go in the future.

Notify neighbors within 300 ft radius. We will not wait for the PUD but go forth.

What is going to happen, when, how it will impact them, only for the 8-unit project, maybe do a walkthrough.

The concrete (trash pile) will be buried as structural fill under the parking lot. Want the meeting to happen potentially in 2nd week of sept. and before we start clearing the site.

Potential bonus of 20-30% increase for units for an exceptional property which we are hoping to get since we are providing affordable housing for a city that desperately needs it.

Kristina and Vanessa will draft a signature sheet to gather signatures to present at a city council meeting.

Kristina is concerned with change orders, she does not want change orders happening. With details missing, there will need to be discussion betwixt Kevin, Pete

and board member. Exterior is a very big issue, they want to make it look like it was meant to look that way with the stucco. There are code changes.

New cost estimates: Melinda is calling

Kristina: Anything volunteers can do, we will do. Most important is the outside needs to look amazing to give a good vibe to the community.

UGN is in October.