



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, FEBRUARY 27, 2019

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at E.B. Wilson, 1202 South M. Street, Tacoma, WA 98405 at 4:45 PM on Wednesday, February 27, 2019.

1. CALL TO ORDER

Chair Hodge called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 4:54 PM.

2. ROLL CALL

Upon roll call, those present and absent were as follows:

PRESENT	ABSENT
Commissioners	
Chair Minh-Anh Hodge	
Vice Chair Derek Young	
Commissioner Arthur Banks (arrived late at 4:55 pm)	
Commissioner Stanley Rumbaugh (arrived late at 5:18 pm)	
Commissioner Shennetta Smith	
Staff	
	Michael Mirra, Executive Director
Sha Peterson, Executive Administrator	
April Black, Deputy Executive Director	
	Ken Shalik, Finance Director
	Toby Kaheiki, Human Resources Director
	Frankie Johnson, Property Management Director
Kathy McCormick, Real Estate Development Director	
	Sandy Burgess, Administrative Services Director
	Julie LaRocque, Rental Assistance Director
Cacey Hanauer, Client Support & Empowerment Director	

Chair Hodge declared there was a quorum present @ 4:55 pm and proceeded.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Chair Hodge asked for any corrections to, or discussion of the minutes for the Regular Session of the Board of Commissioners for Wednesday, January 23, 2019. Vice Chair Young moved to adopt the minutes; Commissioner Smith seconded.

Upon roll call, the vote was as follows:

AYES: 4
NAYS: None
Abstain: None
Absent: 1 (Commissioner Rumbaugh was not yet in attendance)

Motion approved.

4. GUEST COMMENTS

None.

5. COMMITTEE REPORTS

Real Estate Development Committee—Commissioner Rumbaugh

The committee met and discussed potential new acquisition opportunities, but nothing to bring to the board yet.

Finance Committee—Chair Hodge and Vice Chair Young

Nothing to report.

Education Committee—Chair Hodge

Nothing to report.

Citizen Oversight Committee—Commissioner Banks

6. COMMENTS FROM THE EXECUTIVE DIRECTOR

Executive Director (ED) Michael Mirra was not in attendance. Deputy Executive Director (DED) Black addressed the board on his behalf. Project Manager Aley Thompson has been working closely with ED Mirra regarding tenant protection proposals with the legislature. Thompson provided a brief report. THA has been spending a lot of time in Olympia along with the Association of Washington Housing Authorities (AWHA) and others including tenant advocates, working to strengthen the tenant protections in the state level.

ED Mirra's report notes that the bill under consideration are important to THA and AWA for a number of reasons:

- Housing authorities are their communities' largest landlords. This allows us to fully understand the concerns of landlords.
- We have been using many of the proposed tenant protections, such as "just cause." This allows us to report that we find them manageable; we expect

- other landlords can make them work.
- The landlords are also our business partners. We need them to accept our housing vouchers. This means that we are very alert to any proposal that affects their willingness to do that. We presently have about 3,700 housing vouchers in use.
- We also have a social justice mission to speak up for the neediest households in our communities, especially on housing related topics, in this brutal rental market.
- It is also our job to provide advice and data to the Legislature.

Thompson is happy to report that things have changed since ED Mirra's summary to the board; a bill has been negotiated that THA and AWA can support. There were a number of things on the bill that were poorly written but were straightened out with language to strengthen the bill. It is now up to private landlords and tenant advocates to hash out the rest, including good cause. Vice Chair Young asked if there is an example of something that sounded good to the Legislature but not to THA. Thompson responded that one of the things proposed is that units set aside for employees count would be subject to good cause requirements. However, if somebody's job ends, THA would need to offer that unit to somebody else on the property. Another is that their definition of "tenant" would be anybody residing in a household for more than six months.

7. ADMINISTRATIVE REPORTS

Finance

Finance Department (FD) Director Ken Shalik was not in attendance. DED Black addressed the board on his behalf and entertained questions from the board. Vice Chair Young was curious to know why Project Utilities for third party managed properties was higher than budgeted. According to DED Black, property management is fairly new so we may have budgeted a little low. Chair Hodge asked how finances are with the shutdown, and DED Black responded that THA is in a good place. She added that it was good that Housing and Urban Development (HUD) advanced the necessary funding for two months for Housing Assistance Program (HAP) and had planned to advance another two months of HAP had the shutdown resumed.

Vice Chair Young moved to ratify the payment of cash disbursements totaling \$5,179,335 for the month of January 2019. Commissioner Banks seconded.

Upon roll call, the vote was as follows:

AYES:	4
NAYS:	None
Abstain:	None
Absent:	1 (Commissioner Rumbaugh was not yet in attendance)

Motion Approved.

Policy, Innovation and Evaluation

Policy, Innovation and Evaluation (PIE) Director April Black directed the board to her report. At the December board meeting, Tacoma Public Schools (TPS) staff were present to discuss the redesign of the Elementary School Housing Assistance Program (ESHAP). The board expressed concerns and requested bi-monthly updates. This is the first update.

Things have been going well, according to DED Black. Project Manager Amy Van and TPS's Director of K-12 Leadership and Development Thu Ament have been convening work group meetings with stakeholders to kick off the next phase of the redesign and have come up with good ideas. What is envisioned is that people will be able to enter through McKinney Vento as opposed to Coordinated Entry (CE), providing access without having to bounce back and forth with providers. It will be a program specifically designed for McKinney-Vento households and TPS case workers. There are challenges however. THA and TPS will need to discuss in depth the potential impact for allowing CE to deputize McKinney-Vento liaisons and define the role of the district. Pierce County is having another leadership change, and an endorsement from them will be needed. For now, workgroup conversations will continue to get tighter endorsements. Commissioner Smith asked if there will be a CE person at the school for families to access the program. According to DED Black, McKinney-Vento case workers will do the intake conversations with families and enter the information into the HMIS system to find out if they are eligible and potentially speak about diversion.

Client Support and Empowerment

Client Support and Empowerment (CSE) Director Cacey Hanauer directed the board to her report. ED Mirra has been spending a lot of time in Olympia to find funding for Arlington Drive Campus for Youth and Young Adults. The budget looks more and more bleak but Director Hanauer is confident that THA will receive funding.

CSE is hiring for a community builder and is in the process of offering the position. The new hire will help bring classes together and get people invested in their neighbors.

Director Hanauer had initially heard a few weeks ago that some folks on the east side neighborhood might not be excited about Arlington Drive. However, The Dome District Neighborhood Group invited THA and its partners to a meeting to discuss Arlington. The questions from the audience were fully positive; people asked how they can be more supportive and asked about equity and inclusion.

Rental Assistance

Rental Assistance (RA) Director Julie LaRocque was not in attendance. DED Black addressed the board on her behalf. THA received updated information from Rapid Rehousing which increased utilization to 95.1%. Highland Flats is moving along, which should also help increase utilization. Koz on Market leased up more units; people are moving in and they seem happy. There have been hiccups due to eligibility criteria, but RA staff are working through the Crosspointe proposal.

Last month the board had a question about the college housing assistance program and under utilization. The RA report shows a breakdown of the utilization of THA's special programs. The Department of Corrections (DOC) number shows that the program has not yet been implemented.

RA and PIE worked on a more thorough utilization report regarding the College Housing Assistance Program (CHAP), which shows that it continues to be under utilized. Staff are working with TCC to see whether to maintain investment on tenant voucher or expand property-based subsidy. Commissioner Smith asked how the DOC assistance program will be opened. According to DED Black, TCC is taking the lead on the design.

Property Management

Property Management (PM) Director Frankie Johnson was not in attendance. DED Black addressed the board on her behalf. There is quite a spike on average unit turn days from 27 up to 55 on average. During last month's board meeting, Director Johnson mentioned that THA had quite a few lost days due to the holidays and leave requests. That lost work time was rolled over to unit turns still lagging into December. PM is redirecting its resources and changing how leaves are requested.

During last month's board meeting, Commissioner Rumbaugh had questions on work orders. The PM report includes a new chart for this purpose. Commissioner Rumbaugh requested to see the report quarterly. Chair Hodge mentioned that the board also talked about the type of work orders and asked for a breakdown that is more understandable and shows why some work orders are delayed more than others.

Real Estate Development

Real Estate Development (RED) Director Kathy McCormick directed the board to her report. On February 14, Korsmo had a meeting and invited sub contractors for Arlington Drive, which was during the snow storm. Over 60 sub contractors showed up and were very interested in the project. Director McCormick is encouraged that THA will get a good sub contractor turn out.

The Alberta Canada building has netting surrounding its sidewalk. THA had to put ramps in as a City requirement and in digging found a vault with electrical lines that feed all of

downtown Tacoma so the work had to stop. RED staff were told it is a Tacoma Power issue and came in with new engineering to fix it.

Director McCormick invited the board to the last community meeting for James Center on Thursday, March 7, at 6:30 pm. There will be a short James Center presentation to the board at the March meeting. According to Vice Chair Young, he has been seeing a lot of social media shares about the James Center meeting.

Commissioner Rumbaugh stated that the Real Estate Development Committee met and discussed potential new acquisition opportunities but nothing to bring to the board yet. The committee discussed contractual issues, which will be discussed at an executive session at some point. The committee also discussed the Alberta Canada building and the sidewalk problems, and tax credit investor and bank lender for 1800 and Arlington Drive. Chair Hodge was curious why the project with the Korean Women's Association (KWA) has been put on hold. Kathy said she and ED Mirra will meet with the new Executive Director for KWA in late March.

8. OLD BUSINESS

None.

9. NEW BUSINESS

9.1 THA BOC RESOLUTION 2019-02-27 (1) (Court F Inducement Resolution)

A **RESOLUTION** of the Housing Authority of the City of Tacoma declaring its intention to sell bonds in an amount not to exceed \$5,500,000 to provide financing to Court F LLLP, a Washington limited liability limited partnership of which the Authority is the sole general partner, in connection with the acquisition and construction of a 64-unit apartment complex in the City of Tacoma, Washington, and determining related matters.

WHEREAS, The Housing Authority of the City of Tacoma (the "Authority") seeks to encourage the provision of long-term housing for low-income persons within the City of Tacoma, Washington; and

WHEREAS, RCW 35.82.070(5) provides that a housing authority may, among other things and if certain conditions are met, "lease or rent any dwellings . . . buildings, structures or facilities embraced in any housing project"; and

WHEREAS, RCW 35.82.020 defines "housing project" to include, among other things, "any work or undertaking . . . to provide decent, safe and sanitary urban or rural dwellings, apartments, mobile home parks or other living accommodations for persons of low income"; and

WHEREAS, RCW 35.82.070(18) provides that a housing authority may, among other things and if certain conditions are met, “make . . . loans for the acquisition, construction, reconstruction, rehabilitation, improvement, leasing or refinancing of land, buildings, or developments for housing for persons of low income”; and

WHEREAS, RCW 35.82.020(11) and 35.82.130 together provide that a housing authority may issue bonds, notes or other obligations for any of its corporate purposes; and

WHEREAS, The Authority has formed Court F LLLP, a Washington limited liability limited partnership of which the Authority is the sole general partner (the “Borrower”), for the purpose of acquiring and constructing a multifamily housing facility to be known as the Court F Apartments, including common areas, and 64-units of low-income housing, to be known as Court F Apartments. Such low-income housing, together with functionally related and subordinate facilities, shall be referred to herein as the “Project.” The estimated cost of acquisition and construction of the Project is not expected to exceed \$22,700,000; and

WHEREAS, The Authority anticipates that the Borrower will request that the Authority issue and sell its revenue bonds for the purpose of assisting the Borrower in financing the Project; and

WHEREAS, The Authority desires to provide such assistance, if certain conditions are met; and

WHEREAS, Treasury Regulations Section 1.103-8(a)(5) requires that, in order for expenditures for an exempt facility that are made before the issue date of bonds issued to provide financing for that facility to qualify for tax-exempt financing, the issuer must declare an official intent under Treasury Regulations Section 1.150-2 to reimburse any such expenditures from the proceeds of those bonds, and one of the purposes of this resolution is to satisfy the requirements of such regulations; NOW, THEREFORE,

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF TACOMA, as follows:

Section 1. To assist in the financing of the Project, with the public benefits resulting therefrom, the Authority declares its intention, subject to the conditions and terms set forth herein, to issue and sell its revenue bonds or other obligations (the “Bonds”) in a principal amount of not to exceed \$3,700,000, to use the proceeds of the sale of the Bonds to make a loan (the “Loan”) to the Borrower, and to permit the Borrower to reimburse itself from proceeds of the Bonds for expenditures for the Project made the Borrower before the issue date of the Bonds.

Section 2. The proceeds of the Bonds will be used to assist in financing the Project, and may also be used to pay all or part of the costs incident to the authorization, sale, issuance and delivery of the Bonds.

Section 3. The Bonds will be payable solely from the revenues derived as a result of the Project financed by the Bonds, including, without limitation, amounts received under the terms of any financing document or by reason of any additional security furnished by or on behalf of the Borrower in connection with the financing of the Project, as specified by resolution of the Board of Commissioners of the Authority. The Bonds may be issued in one or more series, and shall bear such rate or rates of interest, payable at such times, shall mature at such time or times, in such amount or amounts, shall have such security, and shall contain such other terms, conditions and covenants as shall later be provided by resolution of the Board of Commissioners of the Authority.

Section 4. The Bonds shall be issued subject to the conditions that (a) the Authority, the Borrower and the purchaser of the Bonds shall have first agreed to mutually acceptable terms for the Bonds and the sale and delivery thereof and mutually acceptable terms and conditions of the Loan or other agreement for the Project, and (b) all governmental approvals and certifications and findings required by laws applicable to the Bonds first shall have been obtained. The Executive Director of the Authority or his or her designee is authorized (1) to seek an allocation of volume cap for the Bonds from the Washington State Department of Commerce or a transfer of volume cap from the Washington State Housing Finance Commission; (2) to submit applications for funding for the Project from other public and private sources; and (3) to submit such materials as may be necessary to secure low income housing tax credits for the Project.

Section 5. For purposes of applicable Treasury Regulations, the Borrower is authorized to commence financing of the Project and advance such funds as may be necessary therefor, subject to reimbursement for all expenditures to the extent provided herein out of proceeds, if any, of the issue of Bonds authorized herein. However, the adoption of this resolution does not constitute a guarantee that the Bonds will be issued or that the Project will be financed as described herein, or an endorsement of the Project by the Authority. The Board of Commissioners of the Authority shall have the absolute right to rescind this resolution at any time if it determines in its sole judgment that the risks associated with the issuance of the Bonds are unacceptable.

Section 6. It is intended that this resolution shall constitute a declaration of official intent to reimburse expenditures for the Project made before the issue date of the Bonds from proceeds of the Bonds, for the purposes of Treasury Regulations Sections 1.103-8(a)(5) and 1.150-2.

Section 7. Ratification and Confirmation. Any actions of the Authority or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

Section 8. Effective Date. This resolution shall be in full force and effect from and after its adoption and approval.

Commissioner Rumbaugh motioned to approve the resolution. Commissioner Banks seconded the motion.

Upon roll call, the vote was as follows:

AYES: 5
NAYS: None
Abstain: None
Absent: None

Motion Approved: February 27, 2019

Dr. Minh-Anh Hodge, Chair

**9.2 THA BOC RESOLUTION 2019-02-27 (2)
(Arlington Youth Drive Inducement Resolution)**

A **RESOLUTION** of the Housing Authority of the City of Tacoma declaring its intention to sell bonds in an amount not to exceed \$3,000,000 to provide financing to Arlington Youth Campus LLLP, a Washington limited liability limited partnership of which the Authority is the sole general partner, in connection with the acquisition and construction of a 58-unit apartment complex in the City of Tacoma, Washington, and determining related matters.

WHEREAS, The Housing Authority of the City of Tacoma (the "Authority") seeks to encourage the provision of long-term housing for low-income persons within the City of Tacoma, Washington; and

WHEREAS, RCW 35.82.070(5) provides that a housing authority may, among other things and if certain conditions are met, "lease or rent any dwellings . . . buildings, structures or facilities embraced in any housing project"; and

WHEREAS, RCW 35.82.020 defines "housing project" to include, among other things, "any work or undertaking . . . to provide decent, safe and sanitary urban or rural dwellings, apartments, mobile home parks or other living accommodations for persons of low income"; and

WHEREAS, RCW 35.82.070(18) provides that a housing authority may, among other things and if certain conditions are met, "make . . . loans for the acquisition, construction, reconstruction, rehabilitation, improvement, leasing or refinancing of land, buildings, or developments for housing for persons of low income"; and

WHEREAS, RCW 35.82.020(11) and 35.82.130 together provide that a housing authority may issue bonds, notes or other obligations for any of its corporate purposes; and

WHEREAS, The Authority has formed Arlington Youth Campus LLLP, a

Washington limited liability limited partnership of which the Authority is the sole general partner (the "Borrower"), for the purpose of acquiring and constructing a multifamily housing facility to be known as the Arlington Youth Drive Apartments, including community and meeting rooms, recreational facilities, and 58-units of low-income housing, to be known as Arlington Youth Drive Apartment. Such low-income housing, together with functionally related and subordinate facilities, shall be referred to herein as the "Project." The estimated cost of acquisition and construction of the Project is not expected to exceed \$22,400,000; and

WHEREAS, The Authority anticipates that the Borrower will request that the Authority issue and sell its revenue bonds for the purpose of assisting the Borrower in financing the Project; and

WHEREAS, The Authority desires to provide such assistance, if certain conditions are met; and

WHEREAS, Treasury Regulations Section 1.103-8(a)(5) requires that, in order for expenditures for an exempt facility that are made before the issue date of bonds issued to provide financing for that facility to qualify for tax-exempt financing, the issuer must declare an official intent under Treasury Regulations Section 1.150-2 to reimburse any such expenditures from the proceeds of those bonds, and one of the purposes of this resolution is to satisfy the requirements of such regulations; NOW, THEREFORE,

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF TACOMA, as follows:

Section 1. To assist in the financing of the Project, with the public benefits resulting therefrom, the Authority declares its intention, subject to the conditions and terms set forth herein, to issue and sell its revenue bonds or other obligations (the "Bonds") in a principal amount of not to exceed \$2,000,000, to use the proceeds of the sale of the Bonds to make a loan (the "Loan") to the Borrower, and to permit the Borrower to reimburse itself from proceeds of the Bonds for expenditures for the Project made the Borrower before the issue date of the Bonds.

Section 2. The proceeds of the Bonds will be used to assist in financing the Project, and may also be used to pay all or part of the costs incident to the authorization, sale, issuance and delivery of the Bonds.

Section 3. The Bonds will be payable solely from the revenues derived as a result of the Project financed by the Bonds, including, without limitation, amounts received under the terms of any financing document or by reason of any additional security furnished by or on behalf of the Borrower in connection with the financing of the Project, as specified by resolution of the Board of Commissioners of the Authority. The Bonds may be issued in one or more series, and shall bear such rate or rates of interest, payable at such times, shall mature at such time or times, in such amount or amounts, shall have such security, and shall contain such other terms, conditions and

covenants as shall later be provided by resolution of the Board of Commissioners of the Authority.

Section 4. The Bonds shall be issued subject to the conditions that (a) the Authority, the Borrower and the purchaser of the Bonds shall have first agreed to mutually acceptable terms for the Bonds and the sale and delivery thereof and mutually acceptable terms and conditions of the Loan or other agreement for the Project, and (b) all governmental approvals and certifications and findings required by laws applicable to the Bonds first shall have been obtained. The Executive Director of the Authority or his or her designee is authorized (1) to seek an allocation of volume cap for the Bonds from the Washington State Department of Commerce or a transfer of volume cap from the Washington State Housing Finance Commission; (2) to submit applications for funding for the Project from other public and private sources; and (3) to submit such materials as may be necessary to secure low income housing tax credits for the Project.

Section 5. For purposes of applicable Treasury Regulations, the Borrower is authorized to commence financing of the Project and advance such funds as may be necessary therefor, subject to reimbursement for all expenditures to the extent provided herein out of proceeds, if any, of the issue of Bonds authorized herein. However, the adoption of this resolution does not constitute a guarantee that the Bonds will be issued or that the Project will be financed as described herein, or an endorsement of the Project by the Authority. The Board of Commissioners of the Authority shall have the absolute right to rescind this resolution at any time if it determines in its sole judgment that the risks associated with the issuance of the Bonds are unacceptable.

Section 6. It is intended that this resolution shall constitute a declaration of official intent to reimburse expenditures for the Project made before the issue date of the Bonds from proceeds of the Bonds, for the purposes of Treasury Regulations Sections 1.103-8(a)(5) and 1.150-2.

Section 7. Ratification and Confirmation. Any actions of the Authority or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

Section 8. Effective Date. This resolution shall be in full force and effect from and after its adoption and approval.

Vice Chair Young motioned to approve the resolution. Commissioner Rumbaugh seconded the motion.

Upon roll call, the vote was as follows:

AYES:	5
NAYS:	None
Abstain:	None

Absent: None

Motion Approved: February 27, 2019

Dr. Minh-Anh Hodge, Chair

**9.3 RESOLUTION 2019-2-27 (3)
(THA's Arlington Youth Campus Use of Restricted Funds)**

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, On March 8, 2016, HUD gave THA Section 32 Approval to dispose of 34 public housing scattered sites; and

WHEREAS, Net proceeds and bank interest for these funds currently equals \$5,297,091; and

WHEREAS, THA staff expect to use \$1,000,000 for predevelopment and development costs associated with the Arlington Youth Campus; and

WHEREAS, HUD restricts the use of these funds to increase affordable housing through Project Based Vouchers and requires HUD approval to use the funds; and

WHEREAS, At least four (4) of the resulting units must be dedicated to the creation of affordable housing with Project Based Vouchers and/or Public Housing units; and

WHEREAS, THA staff expect to be able to meet this requirement with the resulting development; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

Apply to HUD for permission to use \$1,000,000 of restricted funds for the use of predevelopment and development costs for THA's Arlington Youth Campus project and commit at least four (4) units dedicated to affordable housing as required by HUD.

Commissioner Banks motioned to approve the resolution. Commissioner Rumbaugh seconded the motion.

Upon roll call, the vote was as follows:

AYES: 5
NAYS: None
Abstain: None
Absent: None

Motion Approved: February 27, 2019

Dr. Minh-Anh Hodge, Chair

**9.4 RESOLUTION 2019-02-27 (4)
(Arlington Youth Campus -- Tax Credit Investor Selection)**

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, In January, 2019, Tacoma Housing Authority (THA) staff issued a Request for Proposals (RFP) for Letters of Interest from investors interested in providing LIHTC equity for the development of the Arlington Youth Campus housing apartments; and

WHEREAS, The RFP was forwarded to seven (7) investors of which three investors responded with Letters of Interest on February 12, 2019; and

WHEREAS, An evaluation team, composed of four THA staff and Brawner and Company evaluated the terms of each proposer; and

WHEREAS, The evaluation team unanimously agreed to recommend negotiating with Boston Capital and executing a Commitment Letter for LIHTC equity for the Arlington Drive Youth Campus Apartments; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

Authorize THA's Executive Director to (a) negotiate and execute the commitment letter from Boston Capital for the purchase of low-income housing tax credits to be allocated to the Arlington Youth Campus Apartments (Arlington Youth Campus, LLLP), and (b) negotiate an Operating Agreement between THA as General Partner and Boston Capital as Limited Investor Partner.

Authorize THA's Executive Director to enter into negotiations with the next responsive Limited Partner Investor should an agreement with Boston Capital fail to be executed.

Commissioner Rumbaugh motioned to approve the resolution. Vice Chair Young seconded the motion.

Upon roll call, the vote was as follows:

AYES: 5
NAYS: None
Abstain: None
Absent: None

Motion Approved: February 27, 2019

Dr. Minh-Anh Hodge, Chair

**9.5 RESOLUTION 2019-2-27 (5)
(Approval of Project Based Voucher Contracts)**

WHEREAS, Tacoma Housing Authority (THA) has held a competitive process for project based vouchers; and

WHEREAS, YWCA Pierce County is requesting thirty (30) project based vouchers; and

WHEREAS, The project is new construction and will require an Agreement to Enter into a Housing Assistance Payment (AHAP) contract. THA and YWCA Pierce County will seek the required subsidy layering and environmental reviews prior to executing such a contract; and

WHEREAS, The effective date of each contract will be up to the discretion of the Executive Director; and

WHEREAS, The contract will be negotiated with the property and will be in effect for up to fifteen years (15); now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City Of Tacoma, Washington, that:

THA's Executive Director is authorized to negotiate, and if those negotiations are successful, to execute a Project Based Voucher (PBV) Agreement to Enter Into a Housing Assistance Payment (AHAP) and subsequent Housing Assistance Payment (HAP) contracts with YWCA Pierce County for its Home at Last project.

Commissioner Banks motioned to approve the resolution. Commissioner Smith seconded the motion.

Upon roll call, the vote was as follows:

AYES: 5
NAYS: None
Abstain: None
Absent: None

Motion Approved: February 27, 2019

Dr. Minh-Anh Hodge, Chair

**9.6 RESOLUTION 2019-02-27 (6)
(THA's Arlington Youth Lender Approval)**

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma.

WHEREAS, In January, 2019, Tacoma Housing Authority (THA) Staff issued a Request for Proposals (RFP) soliciting Letters of Interest from lenders interested in providing construction and permanent loans to support the development of the Arlington Youth Campus Apartments; and

WHEREAS, The RFP was forwarded to six (6) lenders of which five responded with Letters of Interest on February 8, 2019; and

WHEREAS, The total estimated construction loan equals \$13,000,000; and

WHEREAS, The total estimated permanent loan equals \$3,000,000; and

WHEREAS, An evaluation team, composed of four THA staff and Brawner and Company evaluated the terms of each proposer; and

WHEREAS, The evaluation team unanimously agreed to recommend negotiating with Heritage Bank and the execution of the Commitment Letter for loan for the project; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

Authorize THA's Executive Director to negotiate and execute the Commitment Letter from Heritage Bank for construction and permanent financing for Arlington Youth Campus Apartments (Arlington Youth Campus LLLP). If unsuccessful in negotiating the Commitment Letter from Heritage Bank, the Executive Director may negotiate with the next responsive bidder. The Executive Director will present the negotiated final terms and loan agreements to the Board for its consideration and approval prior to execution and financial closing for the project.

Commissioner Banks motioned to approve the resolution. Commissioner Rumbaugh seconded the motion.

Upon roll call, the vote was as follows:

AYES: 5
NAYS: None

Abstain: None
Absent: None

Motion Approved: February 27, 2019

Dr. Minh-Anh Hodge, Chair

**9.7 RESOLUTION 2019-02-27 (7)
(1800 Hillside Terrace Lender Approval)**

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, In January, 2019, Tacoma Housing Authority (THA) Staff issued a Request for Proposals (RFP) for Letters of Interest from investors interested in providing LIHTC equity for the development of the 1800 Hillside Terrace apartments; and

WHEREAS, The RFP was forwarded to six (6) lenders of which five responded with Letters of Interest on February 8, 2019; and

WHEREAS, The total estimated construction loan \$14,500,000; and

WHEREAS, The estimated permanent loan equals \$4,180,000; and

WHEREAS, An evaluation team, composed of four THA staff and Brawner and Company evaluated the terms of each proposer; and

WHEREAS, The evaluation team unanimously recommends negotiating with Heritage Bank and, upon success negotiation, execute the Commitment Letter to provide construction and permanent loans for this project; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

Authorize THA's Executive Director to negotiate and execute the Commitment Letter from Heritage Bank for construction and permanent financing for 1800 Hillside Terrace (1800 Hillside Terrace, LLLP). If unsuccessful in negotiating the Commitment Letter from Heritage Bank, the Executive Director may negotiate with the next responsive bidder. The Executive Director will present the negotiated final terms and loan agreements to the Board for its consideration and approval prior to execution and financial closing for the project.

Commissioner Banks motioned to approve the resolution. Commissioner Smith seconded the motion.

Upon roll call, the vote was as follows:

AYES: 5
NAYS: None
Abstain: None
Absent: None

Motion Approved: February 27, 2019

Dr. Minh-Anh Hodge, Chair

**9.8 RESOLUTION 2019-02-27 (8)
(1800 Hillside Terrace – Tax Credit Investor Selection)**

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, In January, 2019, Tacoma Housing Authority (THA) Staff issued a Request for Proposals (RFP) for Letters of Interest from investors interested in providing LIHTC equity for the development of the 1800 Hillside Terrace apartments; and

WHEREAS, The RFP was forwarded to seven (7) investors of which three responded with Letters of Interest on February 13, 2019; and

WHEREAS, An evaluation team, composed of four THA staff and Brawner and Company evaluated the terms of each proposer; and

WHEREAS, The evaluation team unanimously agreed to recommend negotiating with Boston Capital and the execution of the Commitment Letter for LIHTC equity for the acquisition/renovation project; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

Authorize THA's Executive Director to (a) negotiate and execute the commitment letter from Boston Capital for the purchase of low-income housing tax credits to be allocated to the 1800 Hillside Terrace (Court F, LLLP), and (b) negotiate an Operating Agreement between THA as General Partner and Boston Capital as Limited Investor Partner. The negotiated Operating Agreement will be presented to the Board for its consideration and approval prior to execution.

Authorize THA's Executive Director to enter into negotiations with the next responsive Limited Partner Investor should an agreement with Boston Capital fail to be executed.

Commissioner Rumbaugh motioned to approve the resolution. Commissioner Banks seconded the motion.

Upon roll call, the vote was as follows:

AYES: 5
NAYS: None
Abstain: None
Absent: None

Motion Approved: February 27, 2019

Dr. Minh-Anh Hodge, Chair

9. COMMENTS FROM COMMISSIONERS

Commissioner Smith stated how proud she is of THA staff for the plan put in place during the shutdown. Staff worked diligently in trying to make sure there was a solution. DED Black thanked the commissioners for their support of the plan.

10. EXECUTIVE SESSION

None.

11. ADJOURNMENT

There being no further business to conduct the meeting ended at 5:54 PM.

APPROVED AS CORRECT

Adopted: March 27, 2019



Dr. Minh-Anh Hodge, Chair