



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, January 27, 2010

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at 5303 South Orchard Street Street, Tacoma, WA at 4:00 PM on Wednesday, January 27, 2010.

1. CALL TO ORDER

Chairman Miller called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 4:15 PM.

2. ROLL CALL

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

PRESENT	ABSENT
Commissioners	
Ken Miller, Chairman	
Janis Flauding, Vice Chair	
Arthur Banks, Commissioner	
Greg Mowat, Commissioner	
Stanley Rumbaugh, Commissioner (arrived at 4:35 PM)	
Staff	
Michael Mirra, Executive Director	
Christine Wilson, Executive Administrator	
Tina Hansen, Interim Director RED	
Ken Shalik, Director Finance	
Barbara Tanbara, Director Human Resources	
Nancy Vignec, Director Community Services	
April Davis, Director REMHS	

Chairman Miller declared there was a quorum present @ 4:16 PM and proceeded.

6. **ADMINISTRATIVE REPORTS**

Finance Administration

Director Shalik directed the board to his monthly report and is preparing for the mid-year budget review scheduled for February 5th. He briefed the board on his VisualHomes matrix included in his board report that will be updated monthly. THA will also participate with the VisualHomes Customer Service Liaison bi-weekly and address those VisualHomes issues. Chair Miller asked Director Shalik if it was unique for THA to have this liaison and he stated yes. Vice Chair Flauding asked if Director Shalik was comfortable with VisualHomes, he shared his confidence that we have their attention adding that time will tell how the issues are taken care of. Commissioner Rumbaugh stated that he is concerned with the number of issues that are currently listed on the matrix and looks forward to Director Shalik's updates.

Commissioner Mowat moved to ratify the payment of cash disbursements totaling \$5,470,194 for the month of December, 2009, Commissioner Banks seconded.

Upon roll call, the vote was as follows:

AYES:	5
NAYS:	None
Abstain:	None
Absent:	0

Real Estate Management and Housing Services

Executive Director Mirra reported that a staff person from Senator Patty Murray's office called today with the welcomed news that HUD has chosen THA as a "Moving To Work agency. He reviewed why this was important and the work THA has undertaken to qualify. ED Mirra noted that the next step is to negotiate the MTW contract with HUD. We hope to begin that shortly. The board shared their collective delight in the news and thanked staff for their good work.

Director Davis directed the board to her report. Salishan's lease-up has been 100% completed. Discussion ensued regarding the waiting lists for unsubsidized housing and that we need to market these units differently. Chair Miller asked if we can target some of our public housing applicants who may not qualify for public housing, Director Davis agreed. Commissioner Mowat discussed looking into organizing our resident council's, discussion ensued. ED Mirra suggested having staff further discuss this issue and willbring it back to the board with recommendations. Chair Miller asked where we are with the discussion of segregating our senior and disabled tenants. Director Davis indicated that due to all the other pressing projects, she does not anticipate taking a serious look at project until the third quarter of this year.

Real Estate Development

Interim Director Hansen directed the board to her monthly report. Sal 7 closing will occur on January 29th. A discussion ensued about the need to share this news with the media, adding that jobs are being saved and created due to the ongoing construction of Salishan. ED Mirra suggested combining the ARRA Stimulus Funding projects along with the construction of Salishan. Staff will work to put that press release together. Commissioner Banks stated that he will be in contact with Interim Director Hansen for further HOPE VI Task Force discussions. Chair Miller asked about a Winthrop update. ED Mirra stated that he was expecting to meet shortly with City officials. Interim Director Hansen also stated she will provide a development summary at the mid-year review on February 5th.

Community Services

Director Vignec referred the board to her report. Data provided in her report assists her staff in managing their caseloads. It has allowed us to make better informed selections of families to participate in the programs, to better tailor their service plans and to remove participants who are not making progress. For example, the data shows that families with educational aspirations stated in their service plans have a notably higher success rate. Commissioner Rumbaugh stated there is an increased percentage of the population interested in programs at Bates Technical College. Commissioner Banks asked if we can make participants choose an educational goal thru our FSS programs. Director Vignec indicated that we cannot; however, we can strongly encourage them to pursue it as a goal.

Human Resources

Director Tanbara referred the board to her monthly report. The board stated they would like one of the upcoming Study Sessions devoted to an overview of the newly adopted policies. Additionally, the THA agency wide employee survey was launched today.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 RESOLUTION 2010-1-27 (1)

MOVING AND STORAGE SERVICES

Whereas, The Housing Authority of the City of Tacoma (the "Authority") solicited bids for Moving and Storage Services;

Whereas, The timely advertisements for bids were placed in the following publications and dates;

The Skanner	12/18
Washington Electronic Business Solutions (WEBS)	12/18
The Blue Book	12/18

Whereas, 26 companies received the bid package;

Whereas, Bids were received in the following amounts;

Company	Man hour Straight time	Man hour Overtime	Insurance Moving (Per \$1,000 replacement value)
Olympic Moving and Storage	\$25.00	\$32.00	\$ 9.90
Metropolitan Movers, Inc.	\$29.00	\$50.00	\$10.00
Lile Moving and Storage	\$31.80	\$35.80	\$5.00
Apex Moving and Storage	\$44.95	\$59.95	\$9.70

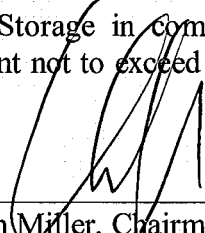
Whereas, Staff determined that the lowest responsive and responsible bidder is Olympic Moving and Storage; and

Whereas, Total financing for the work requires the use of various funding sources, including Capital Grant, American Recovery and Reinvestment Act Funds Tax Credit Equity and Federal grants and loans;

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

1. The bid for Contract Number WA:5-PHA-WIDE-03-10 for Moving and Storage Services be accepted as a fair and reasonable bid and that the contract be awarded to Olympic Moving and Storage in compliance with all bid documentation requirements in an amount not to exceed \$260,000.00 without Board approval.

Approved: January 27, 2010



Ken Miller, Chairman

Commissioner Mowat 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: 0

Motion approved

9. COMMENTS FROM COMMISSIONERS

Chair Miller informed the board that Washington Employers will conduct a performance evaluation by the BOC and staff of ED Mirra, Chair Miller appreciates ED Mirra's patience during this time working without a contract.

10. COMMENTS FROM THE EXECUTIVE DIRECTOR

ED Mirra directed the board to his report.

11. EXECUTIVE SESSION

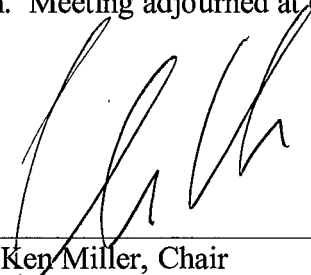
The board went into Executive Session at 5:58 PM for five minutes to discuss issues related to real estate development, announcing that it will take no action afterward. At 6:03 PM the board extended for five minutes. At 6:08 the extended for five minutes. The board came out of executive session at 6:13 PM; no action was taken.

12. ADJOURNMENT

There being no further business to conduct, Commissioner Mowat moved to adjourn, Commissioner Flauding seconded the motion. Meeting adjourned at 6:14 PM.

APPROVED AS CORRECT

Adopted: February 24, 2010



Ken Miller, Chair