



TACOMA HOUSING AUTHORITY

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

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at 902 South L Street, Tacoma, WA at 4:00 PM on Wednesday, October 27, 2010.

1. CALL TO ORDER

Chair Banks called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 4:00 PM.

2. ROLL CALL

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

Present

Arthur C. Banks, Chair
Janis Flauding, Vice Chair
Greg Mowat, Commissioner

Absent

Ken Miller, Commissioner
Stanley Rumbaugh, Commissioner

Staff

Michael Mirra, Executive Director
Christine Wilson, Executive Administrator
Ken Shalik, Finance and Administration Director
April Davis, REMHS Director
Barbara Tanbara, Human Resources Director
Nancy Vignec, Community Services Director
Tina Hansen, Interim RED Director

Chair Banks declared there was a quorum present @ 4:03 PM and proceeded.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Chair Banks asked for any corrections to or discussion of minutes for the Meeting of the Board of Commissioners of Wednesday, September 22nd. Commissioner Mowat moved to adopt the minutes, Commissioner Flauding seconded.

Upon roll call, the vote was as follows:

AYES: 3
NAYS: None
Abstain: None
Absent: 2

Motion approved.

Chair Banks asked for any corrections to or discussion of minutes for the Special Meeting of the Board of Commissioners of Friday, October 15th. Commissioner Flauding moved to adopt the minutes, Commissioner Mowat seconded.

Upon roll call, the vote was as follows:

AYES: 3
NAYS: None
Abstain: None
Absent: 2

Motion approved.

4. GUEST COMMENTS

Mr. Steve Weinman provided the board with comments relating to the MTW plan and the notification for tenant changes. Mr. Weinman expressed concern that landlords are brought into the communication loop when those changes occur. Director Davis stated that the Landlord Advisory Group that has been formed will assist in closing those communications gaps. Mr. Jesus Delgado, through a Spanish language translator from Tacoma Community House and provided by THA, also commented. Mr. Delgado had questions about MTW allowing tenants to transfer between public housing and voucher programs. Director Davis stated this is an option under MTW. Mr. Delgado expressed concerns about the nuances with tenant rent and utilities reform. He believes some tenants will not be protected. Mr. Delgado also inquired about the statement in the plan, "People Coming from Correctional or Psychiatric Institutions." He asked if these individuals be living in THA Programs. ED Mirra stated that individuals with a criminal history or who have disabilities can apply. THA is not proposing to change its tenant screening criteria. Some of them may not be able to qualify because of their criminal history or tenant history. THA is concerned about such persons. Under the MTW proposal, THA is planning to set aside more of its vouchers for use in housing specially managed for hard-to-house populations. Chair Banks asked about the current preference THA places on applicants on the waiting list. Director Davis stated that a proposal will be brought to the board next Spring recommending removal of these preferences.

5. COMMITTEE REPORTS

Finance Committee – Commissioner Mowat stated the finance report forthcoming is in good order.

6. ADMINISTRATIVE REPORTS

Finance Administration

Director Shalik directed the board to his monthly report and added that the HAP dollars are coming in lower than projected due to 100 vouchers that will be dispersed. Other than those dollars, there are no other fluctuations. This month's cash position includes the MTW fund restrictions.

Commissioner Flauding moved to ratify the payment of cash disbursements totaling \$6,309,341 for the month of September, 2010, Commissioner Mowat seconded.

Upon roll call, the vote was as follows:

AYES: 3
NAYS: None
Abstain: None
Absent: 2

MOTION APPROVED

Real Estate Management and Housing Services

Director Davis directed the board to her monthly report. She touched on the recent REAC score of 87 for AMP 2. Portfolio Manager Patterson explained that all of the AMP scores are under review. He also reported that staff is reviewing the punch list provided by HUD to assist us with the next set of inspections. Director Davis introduced Ms. Tehani Bowman, Property Manager for Salishan and announced that Ms. Julie LaRocque will service as Interim Director of REMHS while Director Davis is out on leave. Julie will also retain her Rental Assistance Manager duties.

Real Estate Development

Interim Director Hansen referred the board to her monthly report. She announced the Salishan 7 grand opening is scheduled for December 8th from 10-noon. With the remaining capital fund dollars remaining, both Ludwig and Fawcett senior buildings will receive new windows and exterior siding.

Community Services

Director Vignec referred the board to her report. She was able to report the very positive results of THA's 2009-2010 College Bound Scholarship enrollment effort: 91% of THA's eligible 8th graders enrolled. She handed out a report with the details. The report is also on THA's web site.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 RESOLUTION 2010-10-27 (1), APPROVAL OF THA'S MOVING TO WORK APPLICATION

Certifications of Compliance with Regulations: Board Resolution to Accompany the Annual Moving to Work Plan

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual

Moving to Work Plan for the PHA fiscal year beginning 1/1/2011, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA and conducted a public hearing to discuss the Plan and invited public comment.
2. The Agency took into consideration public and resident comment before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan;
3. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
4. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
5. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
6. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
7. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part
8. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.

9. The PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
10. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
11. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
12. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
13. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
14. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
15. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
16. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
17. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
18. All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

Housing Authority of the City of Tacoma
PHA Name

WA005
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and

statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Title

Commissioner Mowat motioned to approve the resolution. Commissioner Flauding seconded the motion.

Upon roll call, the vote was as follows:

AYES: 3
NAYS: None
Abstain: None
Absent: 2

Motion approved

8.2 RESOLUTION 2010-10-22(2), AMENDMENT TO THA VOUCHER ADMINISTRATIVE PLAN – OCCUPANCY STANDARDS

WHEREAS, Tacoma Housing Authority (THA) provided housing services to Housing Choice Voucher and Public Housing participants who discontinued housing assistance with debt owing to THA.

WHEREAS, each individual included in this tenant account write off has been notified of their debt and given the opportunity to pay prior to this resolution.

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

1. The Board authorizes THA staff to amend Chapter 6 of the Administrative Plan as indicated on the attachment adopting new occupancy standards for the Housing Choice Voucher Program.

Approved: October 27, 2010

Dr. Arthur Banks, Chairman

Commissioner Flauding motioned to approve the resolution. Commissioner Mowat seconded the motion.

Upon roll call, the vote was as follows:

AYES: 3
NAYS: None
Abstain: None

Absent: 2

Motion Approved

9. COMMENTS FROM COMMISSIONERS

Commissioner Flauding thanked Director Davis and staff for their hard work on the Moving to Work Plan. She also thanked the guests for attending and sharing their views with the board. Chair Banks and Commissioner Mowat concurred with Commissioner Flauding.

10. COMMENTS FROM THE EXECUTIVE DIRECTOR

ED Mirra directed the board to his report. He thanked staff for their preparation of the MTW Plan and resolutions adopted this evening. These resolutions allow important changes to our housing programs. They include the changes to the voucher occupancy standards and how THA calculates rent in both the voucher and public housing programs. These changes serve two main purposes. They are necessary to help THA cover the \$750,000 operational deficit THA faces next year. Once fully implemented over two to three years, the savings should also allow THA to serve more voucher households. He also noted the likelihood that HUD's future budgets may be cut. If so, these changes will allow THA to manage those cuts better. These changes will also fulfill THA's obligations as a MTW agency to explore ways (i) to encourage our clients to increase their earned income, (ii) to give them more options in their housing; (iii) to make THA more efficient.

ED Mirra introduced Mr. Walter Zisette, the new Real Estate Development Director. Walter spoke for a few minutes, explaining his pleasure at joining THA and the work he looks forward to undertaking. Mr. Zisette will begin his work at THA on November 29th. Chair Banks thanked Tina Hansen for her service to THA over the past 10 months as the Interim Director of Real Estate Development. He said that her leadership of the department has not gone unnoticed.

11. EXECUTIVE SESSION

None.

12. ADJOURNMENT

There being no further business to conduct, the Board of Commissioners, Commissioner Mowat moved to adjourn, and Commissioner Flauding seconded the motion. Meeting adjourned at 5:30 PM.

APPROVED AS CORRECT

Adopted: December 15, 2010


Dr. Arthur C. Banks, Chair