



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, JANUARY 26, 2011

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at 2302 – 6th Avenue, Tacoma, WA at 4:00 PM on Wednesday, January 26, 2011.

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 4:15 PM.

2. ROLL CALL

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

Present	Absent
Arthur C. Banks, Chair	
Greg Mowat, Commissioner	Janis Flauding, Vice Chair
Stanley Rumbaugh, Commissioner (arrived at 4:16 PM)	Ken Miller, Commissioner

Staff

Michael Mirra, Executive Director
Christine Wilson, Executive Administrator
Ken Shalik, Finance and Administration Director
Julie LaRocque, Interim REMHS Director
Barbara Tanbara, Human Resources Director
Nancy Vignec, Community Services Director
Walter Zisette, RED Director

Chair Banks declared there was not a quorum present @ 4:15 PM and proceeded.
Commissioner Rumbaugh arrived at 4:16 PM. Chair Banks declared there was a quorum 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, December 15th. Commissioner Mowat moved to adopt the minutes, Commissioner Rumbaugh seconded.

Upon roll call, the vote was as follows:

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

Motion approved.

4. GUEST COMMENTS

Ms. Hope Rehn gave an update on the SAFE activities. SAFE is currently working on their by-laws and looking into the possibility of a SAFE newsletter. SAFE has chosen its new Vice-President, Geraldine Warren. Ms. Emily Pierce North addressed the board and thanked them for their work. She is a resident at the EB Wilson building and reported on the holiday event that she planned. Ms. North thanked both Ms. Bobbie Miles and Mr. Pat Patterson for their ongoing efforts to manage her building. She identified a problem keeping her building maintained and cleaned. She is looking for a solution to the problem. She also commented that she believes the resident managers need to be held accountable to perform their duties.

5. COMMITTEE REPORTS

Finance Committee – Commissioner Mowat stated the report looks good and the State Auditor’s Office held an Entrance Conference in which he and Chair Banks attended today and was pleased with the information presented.

Real Estate Development (RED) Committee – ED Mirra stated the RED Committee will meet shortly. Commissioners Rumbaugh and Miller are members. ED Mirra and RED Director Zisette will staff it.

6. ADMINISTRATIVE REPORTS

Finance Administration

Director Shalik directed the board to his monthly report. He stated that agency income is lower due to a reduction in HAP reimbursements. He stated that HUD has approved THA’s request to extend the current fiscal year to December 31, 2011 as part of the transition to a calendar fiscal year. The Board will cancel its currently scheduled February 4th Study Session which was to discuss budget revisions. Instead, we will move it to later in the Spring. Director Shalik reported that on HUD commented in December on THA’s proposed MTW Plan. THA replied to those comments last week. HUD came back with additional questions. He anticipates the final plan coming back to the board soon.

Commissioner Mowat moved to ratify the payment of cash disbursements totaling \$4,866,713 for the month of December, 2010, Commissioner Rumbaugh 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

Interim Director Julie LaRocque directed the board to her monthly report. She noted that the vacant units number has decreased by 50 %. She stated that HUD recently awarded THA 100 Non-disabled vouchers. ED Mirra noted that the national competition for these vouchers was very stiff. Director LaRocque noted that HUD granted 948 of them throughout the entire country. THA's allocation of 100 is as much as any other housing authority and more than the entire state of New Jersey. Executive Director Mirra offered the view that THA was so successful because it is good at the type of partnerships that these competitions require. Specifically, THA has a very good relationship with DSHS.

Commissioner Mowat asked for the numbers on our waitlists. Interim Director LaRocque stated there are approximately 4,000 families on our Section 8 waitlist and approximately 8,000 families on our Public Housing waitlist. Commissioner Mowat followed up asking how long the applicants remain on the waitlist. Interim Director LaRocque reviewed how staff periodically review the waiting list to refresh it and remove families who are no longer interested or who staff can no longer contact. Otherwise, applicants remain on the list until they come to its top. Discussed ensued regarding local preferences and the elimination of those preferences when the Admissions and Continued Occupancy Policy come before the board in the near future.

Real Estate Development

Director Walter Zisette referred the board to his monthly report. He updated the board on recent discussions with Tacoma Community House and its need for space for the services it used to provide at Swan Creek Public Library. He expressed the hope that the new Salishan campus will provide a new home for TCH and the library. Commissioner Rumbaugh asked for an update on the Tacoma Public Library moving into the center, ED Mirra stated the City still has the \$3million it has set aside for the purpose of purchasing and furnishing the library space from THA. It is waiting for us to build the structure. He noted that at some point the City will not be able to wait longer and will need to use the money for other purposes. He recounted discussions on this topic with the City Manager and Mayor and their stated resolve, in that event, to find the money for the library branch at Salishan when we were ready. Director Zisette update the board on the staff views of Area 3 lots sales. He also mentioned that he is looking at Tax Credit opportunities for Old Hillside Terrace. Currently there is an opportunity for Community Center funding through the HUD Capital Fund

Education and Training Community Facilities Program NOFA. He will be presenting a walk-on resolution to allow THA to submit an application in response to that NOFA.

Community Services

Director Vignec referred the board to her report. Commissioner Rumbaugh stated his delight in the increased GED numbers. Director Vignec added that THA's partnership with Bates Technical College has contributed to these increased numbers. Director Vignec announced the Paul G. Allen recently awarded additional funding to THA. This grant will provide important case management services for our clients. She also added that the services will integrate with our MTW plan.

7. OLD BUSINESS

None.

8. NEW BUSINESS

The BOC determined to create a Real Estate Development Committee of the Board and appointed Commissioner Rumbaugh and Miller to serve on this committee. ED Mirra and Director Zisette will staff the committee and will schedule the meetings with the commissioners.

8.1 THA RESOLUTION 2010-1-26 (1), APPROVAL OF TENANT ACCOUNT RECEIVABLE WRITE OFFS

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. Approve Resolution 2011-1-26 (1) authorizing THA staff to "write off" the following accounts and send these debts to an external collection agency to pursue collection action:

Client Number	Client Program	Total Debt
142527	Public Housing	1,347.53
128034	Public Housing	363.31
102701	Public Housing	203.20
127937	Public Housing	193.35
122998	Public Housing	1,652.77

Client Number	Client Program	Total Debt
141349	Public Housing	338.70
102204	Public Housing	97.31
140852	Public Housing	193.49
121400	Public Housing	135.00
XXX0358	Public Housing	654.36
146357	Public Housing	120.57
146631	Public Housing	145.62
XXX0415	Public Housing	362.25
127874	Public Housing	206.88
XXX0330	Public Housing	1,457.03
136069	Public Housing	120.45
144208	Public Housing	164.90
140896	Public Housing	73.48
102773	Public Housing	134.19
139276	Public Housing	1,309.56
143984	Public Housing	3,134.06
139812	Public Housing	764.65
128342	Public Housing	219.76
126382	Public Housing	145.17
110057	Public Housing	43.02
129352	Public Housing	312.23
125851	Public Housing	228.09
143585	Public Housing	355.84
142792	Public Housing	2,767.36
114162	Public Housing	4,452.12
143364	Public Housing	815.98
Security Deposits not refunded		2,800.00
Sub Total-Public Housing		\$22,688.40
XXX000446	Non Public Housing	130.00
XXX000183	Non Public Housing	2,399.05
XXX000238	Non Public Housing	4,469.31
XXX000196	Non Public Housing	1,135.00
XXX000243	Non Public Housing	597.83
Sub Total Non-Public Housing		\$8,731.19
145448	Affordable Housing	30,323.00
Sub Total-Affordable Housing		\$30,323.00
TOTAL WRITE-OFFS		\$61,742.59

Approved: January 26, 2011

Dr. Arthur C. Banks, Chairman

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

Upon roll call, the vote was as follows:

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

Motion approved

8.2 THA RESOLUTION 2011-1-26, GENERAL INTERLOCAL COOPERATION AGREEMENT WITH PIERCE COUNTY HOUSING AUTHORITY

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

Whereas, state law allows governmental agencies to execute Interlocal Cooperation Agreements (ICAs) to allow for ways to better serve their communities;

Whereas, the Tacoma Housing Authority (THA) and the Pierce County Housing Authority (PCHA) have used ICAs to good advantage to allow discrete uses of voucher assistance in each other's jurisdiction and to share functions when it is efficient to do so;

Whereas, reasons and opportunities for cooperation in discrete situations and for specific properties may arise unexpectedly or, we hope, more frequently,

Whereas, it would be convenient to give the Executive Directors authority to approve such cooperation without having to seek Board approval for each use;

Whereas, THA and PCHA also need a clear way to withdraw approval for such activities once given;

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

The Executive Director is authorized to execute an Interlocal Cooperation Agreement with the Pierce County Housing Authority in substantially the form set forth in the attached draft.

Approved: January 26, 2011

Dr. Arthur C. Banks, Chairman

Commissioner Rumbaugh 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

8.3 THA RESOLUTION 2011-1-26 (3), HILLSIDE TERRACE COMMUNITY FACILITIES GRANT, LEVERAGE FUNDING COMMITMENT

Whereas, The Housing Authority of the City of Tacoma (the “Authority”) has identified a need to develop a community services facility at the 2500 block of its Hillside Terrace Apartments, as part of its plans to redevelop or renovate the same apartment community;

Whereas, the Department of Housing and Urban Development has issued a Notice of Funding Availability for its Capital Fund Education and Training Community Facilities Program;

Whereas, the Notice of Funding Availability stipulates that applicants must make a leverage funding commitment toward the total cost of the project they propose in the amount of at least 5% of the award amount;

Whereas, a leverage funding commitment from the Authority of 6.1% of the award amount would make its capital funding application to this program more competitive;

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

The Authority staff is authorized to submit with its application to the Department of Housing and Urban Development a commitment of agency funds in an amount not to exceed 6.1% of any amount awarded for the purpose of developing a community services facility at the 2500 block of its Hillside Terrace Apartment community.

Approved: January 26, 2011

Dr. Arthur C. Banks, Chair

9. COMMENTS FROM COMMISSIONERS
None

10. COMMENTS FROM THE EXECUTIVE DIRECTOR

ED Mirra directed the board to his report. He reported on President Obama's State of the Union address. In that speech, the President stated his support for a five year freeze on selective discretionary spending. The President also stated his intention to veto all bills containing earmarks. ED Mirra also discussed TANF cuts and their effect on THA families.

11. EXECUTIVE SESSION

None.

12. ADJOURNMENT

There being no further business to conduct, Commissioner Mowat moved to adjourn, and Commissioner Flauding seconded the motion. All voted in favor. The meeting adjourned at 5:49 PM.

APPROVED AS CORRECT

Adopted: March 23, 2011


Dr. Arthur C. Banks, Chair