



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, APRIL 27, 2011

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at 602 South Wright Avenue, Tacoma, WA at 4:00 PM on Wednesday, April 27, 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 4:09 PM.

2. ROLL CALL

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

Present

Arthur C. Banks, Chair
Janis Flauding, Vice Chair

Stanley Rumbaugh, Commissioner
(arrived at 4:15 PM)

Absent

Greg Mowat, Commissioner
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 @ 4:10 PM and proceeded with guest comments. A quorum arrived at 4:15 PM.

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, March 23rd. Commissioner Rumbaugh 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.

4. GUEST COMMENTS

Ms. Emily Pierce-North, resident of the EB Wilson building commented regarding the Easter celebration she organized at Salishan. She reported that 30 children participated in making their own Easter baskets. Mr. Marcus Hayden presented his concerns about being removed from the THA's waitlist and would like to appeal this decision. Chair Banks requested Director Black to speak with Mr. Hayden about the matter, and added there are no promises on the outcome of those discussions.

5. COMMITTEE REPORTS

Real Estate Development Committee – Commissioner Rumbaugh reported on potential sales/acquisition and will defer those discussions for tonight's Executive Session.

Finance Committee – No report

6. ADMINISTRATIVE REPORTS

Finance Administration

Director Shalik directed the board to his monthly report and described that there continues to be a budget surplus. There will be a budget revision study session in June that will change those numbers. Also included in the revision will be the congressional budget adjustments. Commissioner Rumbaugh asked about whether or not we anticipate any erosion in our reserves, Director Shalik stated there are pending congressional initiatives that may decrease our reserves if approved. ED Mirra asked Director Shalik if we should move \$2.5 million into the Citibank line item to cover the potential overages for the loan payoff. Director Shalik stated that he would consider doing that.

Commissioner Flauding moved to ratify the payment of cash disbursements totaling \$3,875,676 for the month of March 2011., 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

Director April Black directed the board to her monthly report. She touched on the unit turn report and stated that the averages are improving from 120 days to 40 days to turn a unit. Currently there are no vacant units currently within our senior building portfolio, there are no work orders older than 20 days, and there are currently only 3 vacancies in Salishan. Her department works with a larger vendor to keep up with our work order volume as well as continuing to conduct public outreach to tenants on the proper usage of appliances and using our work order process. She added that our investors want to continue to offer washing machines and dryers and believe we need to provide a commercial grade of appliance to improve the life of the units. Commissioner Rumbaugh asked for more information on tracking these work order costs. Director Black stated that we do not currently track that information. He then asked for an explanation how she was able to reduce the number of unit turn days from 120 to 40 days, Director Black stated she used various methods including re-directing labor to unit turns, utilizing different and more responsive vendors, looking closely at labor skills and aligning those skills with necessary project needs. Portfolio Manager Pat Patterson stated that his department is also working with Director Tanbara to have union temporary staff with needed skills on call when we require extra help.

Real Estate Development

Director Walter Zisette referred the board to his monthly report. He discussed the Salishan Core Campus adding that RED staff is putting together a survey with various questions that will be offered in various languages and distributed to Salishan residents, renters and homeowners, as well as community members and businesses surrounding Salishan. Commissioner Rumbaugh asked for a thorough discussion with the BOC regarding the interested parties who filled out the survey and well as the actual survey results. Director Zisette stated these results would be ready for that discussion in June of this year.

Community Services

Director Vignec referred the board to her report and provided an update on the Pierce County Construction Partnership. She added that she will be attending the upcoming June meeting and will evaluate the need for THA staff to regularly attend these meetings. She will report back to the BOC. She updated the board on the National Leadership Foundation discussion regarding a summer program for Salishan children. They will no longer provide the program. Ms. Vignec noted, however, that various neighborhood programs will be available to Salishan families and their children. She reported that Food Connection is currently putting together a food program for the summer. Director Vignec will work with the Salishan families and build on their interest for these programs. Chair Banks added there are various churches planning various summer programs, including sports programs, vacation bible camp, and others. Director Vignec also reported on the success of the McCarver

Elementary School Initiative press conference. She also noted the Salishan teenager who will receive the Pacific Northwest NAHRO Community College Scholarship in the next week.

7. OLD BUSINESS

None.

8. NEW BUSINESS

9. COMMENTS FROM COMMISSIONERS

Chair Banks and Commissioner Rumbaugh reported on a meaningful trip to Washington, D.C. and their meetings with our congressional delegation to discuss the 2011 and 2012 congressional budget. Commissioner Rumbaugh noted the implications to THA's reserves.

10. COMMENTS FROM THE EXECUTIVE DIRECTOR

ED Mirra directed the board to his report.

11. EXECUTIVE SESSION

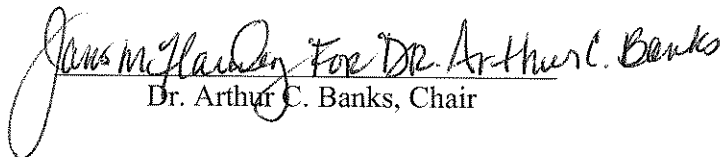
The Board of Commissioners adjourned the regular meeting and moved into Executive Session at 5:05 PM to discuss the potential sale/acquisition of lot sales for 15 minutes. Executive Session was extended for 30 minutes. It moved back into regular session at 5:50 PM with no action taken.

12. ADJOURNMENT

There being no further business to conduct, Commissioner Rumbaugh moved to adjourn, and Commissioner Flauding seconded the motion. All voted in favor. The meeting adjourned at 5:51 PM.

APPROVED AS CORRECT

Adopted: May 25, 2011


Dr. Arthur C. Banks, Chair