



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS

BOARD PACKET


April 27, 2011



TACOMA HOUSING AUTHORITY

Michael Mirra
Executive Director

BOARD OF COMMISSIONERS

——
Dr. Arthur C. Banks, Chair
Janis Flauding, Vice Chair
Greg Mowat
Stanley Rumbaugh
Ken Miller

REGULAR MEETING BOARD OF COMMISSIONERS

WEDNESDAY, April 27, 2011

The Board of Commissioners of the Housing Authority of the City of Tacoma will hold their Regular Meeting **Wednesday, April 27, 2011 at 4:00 p.m.**

The meeting will be held at:

**Wright Street Apartments
602 South Wright Avenue
Tacoma, WA**

The site is accessible to persons with disabilities. Persons requiring special accommodations should contact Christine Wilson at (253) 207-4421, before 4:00 p.m. the day before the scheduled meeting.

I, Christine Wilson, certify that on or before Friday, April 22, 2011, I FAXED/EMAILED, the preceding PUBLIC MEETING NOTICE to:

| | | |
|---------------------------|---|------------------------|
| City of Tacoma | 747 Market Street Tacoma, WA 98402 | fax: 253-591-5123 |
| Northwest Justice Project | 715 Tacoma Avenue South Tacoma, WA 98402 | fax: 253-272-8226 |
| KCPQ-TV/Channel 13 | 1813 Westlake Avenue North Seattle, WA 98109 | email: tips@q13fox.com |
| KSTW-TV/Channel 11 | 602 Oaksdale Avenue SW Renton, WA 98055-1224 | fax: 206-861-8915 |
| Tacoma News Tribune | 1950 South State Tacoma, WA 98405 | fax: 253-597-8274 |
| The Tacoma Weekly | PO Box 7185 Tacoma, WA 98406 | fax: 253-759-5780 |

and other individuals and resident organizations with notification requests on file

Christine Wilson
Executive Administrator



TACOMA HOUSING AUTHORITY

**AGENDA
BOARD OF COMMISSIONERS
APRIL 27, 2011, 4:00 PM
Wright Street
602 South Wright Avenue**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING**
 - 3.1 Minutes of March 23, 2011 Regular meeting
- 4. GUEST COMMENTS**
- 5. COMMITTEE REPORTS**
- 6. ADMINISTRATION REPORTS**
 - 6.1 Finance and Administration
 - 6.2 Real Estate Management and Housing Services
 - 6.3 Real Estate Development
 - 6.4 Community Services
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
- 9. COMMENTS FROM THE COMMISSIONERS**
- 10. COMMENTS FROM THE EXECUTIVE DIRECTOR**
- 11. EXECUTIVE SESSION**
- 12. ADJOURNMENT**

MEETING MINUTES



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, MARCH 23, 2011

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, March 23, 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 4:02 PM.

2. ROLL CALL

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

| Present | Absent |
|--|--------|
| Arthur C. Banks, Chair Janis Flauding, Vice Chair Greg Mowat, Commissioner Ken Miller, Commissioner (arrived at 4:25 PM) Stanley Rumbaugh, Commissioner (arrived at 4:10 PM) | |

Staff

Michael Mirra, Executive Director
Christine Wilson, Executive Administrator
Ken Shalik, Finance and Administration Director
April Black, REMHS Director
Barbara Tanbara, Human Resources Director
Nancy Vignec, Community Services Director
Walter Zisette, 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, January 26th. Commissioner Mowat moved to adopt the minutes, Vice Chair Flauding seconded.

Upon roll call, the vote was as follows:

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

Motion approved.

4. GUEST COMMENTS

Ms. Karen Scott, G Street resident, followed-up with the board providing a written account of the tenant signed petition calling for ceiling fans to be installed in every unit at G Street. Ms. Scott stated her disappointment that the residents have not received a clear decision by property management. ED Mirra requested Director Black to provide a final answer on the purchase and installation of the ceiling fans. Ms. Emily Pierce North, EB Wilson resident, thanked THA for cleaning up the building. Her desire is for the EB Wilson residents to do their part to keep the building clean stating it was not only THA's responsibility.

5. COMMITTEE REPORTS

Finance Committee – Commissioner Mowat stated the report looks good. He noted that the State Auditor's Office held an Exit Conference today which he and Chair Banks attended. He reported that the auditors discussed a small issue with a tax credit property . He believes staff can resolve this issue.

Real Estate Development (RED) Committee – Commissioner Rumbaugh stated that the Committee held its first meeting. It discussed expectations of this committee, its role, and its process for vetting projects prior to presenting them to the full board.

6. ADMINISTRATIVE REPORTS

Finance Administration

Director Shalik referred the board to his monthly report. He is working on the budget revision extension to December 31, 2011. He anticipates that the BOC budget study session will be held in May. He continues to monitor congressional action on the 2011 Continuing Resolution (CR) federal budget. The new deadline for the CR is April 8, 2011. Director Shalik does not anticipate any HAP reductions. He also expects that developer fees will remain intact. Commissioner Miller asked what is the worst case scenario the federal budget might present to THA. ED Mirra stated the house budget would reduce our funds by \$860,000. Director Shalik stated THA should be in fairly good shape due to the board's actions last year on occupancy standards and rent calculation standard changes. He noted that the FY 2012 federal budget is a whole different uncertainty.

Director Shalik provided the board with copies of the State Auditor Report.

He noted that THA's relationship with Yardi is going very well. We have transitioned to the 18 month budget today, which required important coordination with Yardi. He also reported that Yardi has been receptive to our I.T. changes for MTW. ED Mirra proposed that Director Shalik dispense with his monthly reports to the board on Yardi. The BOC was in agreement with the request. Director Shalik indicated that he would continue giving the board a general I.T. update each month.

Commissioner Mowat moved to ratify the payment of cash disbursements totaling \$4,519,587 for the month of January, 2011, Commissioner Rumbaugh seconded. Upon roll call, the vote was as follows:

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

MOTION APPROVED

Commissioner Rumbaugh moved to ratify the payment of cash disbursements totaling \$3,899,752 for the month of February, 2011, Commissioner Mowat seconded. Upon roll call, the vote was as follows:

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

MOTION APPROVED

Real Estate Management and Housing Services

Director Black referred the board to her monthly report. Salishan 7 lease-up is completed. She directed the Board's attention to a new detailed report to be included each month that shows a breakdown of unit turns. She stated that staff will complete all pending unit turns by the end of April. Thereafter, the initial goal is to turn units within 10 days. Commissioner Rumbaugh asked Director Black to describe unit turn challenges. She replied that it could be difficult to have staff focus on unit turns without being called away on more urgent work. She has identified efficiencies to assist with the move out inspections. ED Mirra requested an update on appliance repair work orders. Director Black stated the department is looking at utilizing a new contractor. In addition, a more global discussion needs to occur related to whether or not THA needs to or should provide washers and dryers. ED Mirra asked if we are now caught up on work orders for appliances. Portfolio Manager Pat Patterson stated they are not yet caught up. He explained that oldest order is from December, 2010. PM Patterson stated we may need to look at a new vendor and suggested that repeat work orders from the same tenants may require THA to look at pulling the appliances from the units.

Chair Banks asked if it was the tenants or the appliances that causing the problem. PM Patterson stated it is both. Staff needs to continue to provide education on the equipment. He would like to contract with a vendor who can address all appliance issues. Commissioner Rumbaugh asked if we have a method of accountability with appliance abuse. PM Patterson stated we charge the tenants for the repairs. He added that we could look at adding language to our lease requirements as it relates to appliance abuse. Commissioner Rumbaugh would prefer THA hold tenants accountable for abusing appliances rather than depriving all residents of applicances. Director Tanbara offered that many of our tenants may come from using commercial grade equipment at private laundry facilities.

Chair Banks called on Rental Assistance Manager Julie LaRocque to come up and presented her with a token of appreciation for her leadership as Interim Director of Real Estate Management and Housing Services while Director Black was out on leave. He also thanked Director Shalik and Asset & Compliance Manager Todd Craven for their work on MTW during Director Black's absence.

Real Estate Development

Director Zisette referred the board to his monthly report. He opened the discussion with the walk-on resolution 2011-3-23 (1), THA Resolution 2011-3-23 (1), Architectural & Engineering (A&E) Services for THA Administrative Offices Space Study and Design. Director Zisette reviewed the purposes for this review including improving efficiency, making client visits more private for clients and safer for them and staff, and making our waiting areas more hospitable for children and others. Commissioner Miller asked if we have decided to remain in the current building. ED Mirra stated we have looked over the past few years at other buildings. Additionally, the Hilltop community would consider our move to be a loss. Commissioner Miller asked if we have considered the Salishan Campus Core as a viable option for our administrative building. Director Zisette stated that programs considered useful by the community to be included in the Salishan Campus Core were identified as supportive services, retail, child care, and education. Passive office space has not been a community request. We will learn more about what the community desires through the up coming monkey survey to be conducted this Spring. Commissioner Rumbaugh stated that adding 100 employees to Salishan would create a retail opportunity, Chair Banks added that Salishan needs retail services that are within walking distance for our residents. Director Zisette provided the board with a legislative update on various bills being considered during this curent legislative session.

Community Services

Director Vignec referred the board to her report. Commissioner Mowat has requested that Director Vignec appoint a staff member to resume THA's participation in the Pierce County Construction Partnership. Director Vignec agreed to accommodate the request. Director Vignec also discussed working with Tacoma 360 to align social services with the Tacoma School District. They are looking at a possible after school program at First Creek for children residing in Salishan. Vice Chair Flauding asked if the Northwest Leadership Foundation will continue funding the summer program for Salishan. Director Vignec stated

she is not aware they will provide this program again. ED Mirra asked if they could do it if THA found the funding necessary for the program . Director Vignec will look into the status of the funding and will report back to board. Vice Chair Flauding stated she is concerned that not providing a summer program for the children in Salishan will be problematic.

Human Resources

Director Tanbara referred the board to her report. She said that THA will be reviewing employee compensations and classifications . We will also renew the employee survey in September as a follow-up to our January 2010 survey. She is happy to report that we are trending lower in our employee turn-over report. She thanked both Director Shalik and I.T. Division Manager Gjerstad for moving quickly by adding an employee shoutout section to the THA intranet site. This function allows all THA staff to recognize those in the agency. This provides a wonderful opportunity and morale boost for employees to pass along kudos to their colleagues.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 THA RESOLUTION 2011-3-23 (1), ARCHITECTURAL & ENGINEERING (A&E) SERVICES FOR THA ADMINISTRATIVE OFFICES SPACE STUDY AND DESIGN

WHEREAS, On February 10, 2011, Tacoma Housing Authority (THA) Staff issued a Request for Qualifications (RFQ) from firms interested in providing architectural and engineering services for THA Administrative Offices Space Study and Design;
WHEREAS, The RFQ was posted in the Blue Book on February 11, 2011, on Washington Electronic Business Solutions on February 10, 2011 and on THA's website;
WHEREAS, Twelve firms (12) submitted proposals by the deadline of March 8, 2011;
WHEREAS, an evaluation team, composed of three (3) THA staff reviewed and scored the proposals according to evaluation criteria listed in the RFQ;
WHEREAS, the evaluation team voted unanimously in favor of proceeding with contract negotiations with Buffalodesign.

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

Approve Resolution 2011-3-23 (1) authorizing the Executive Director to negotiate and award a Contract for the Architectural and Engineering Services for the THA Administrative Offices Space Study and Design project in an amount not-to-exceed of \$95,000 with Buffalodesign. If staff is unable to negotiate a contract with the highest ranking firm, authorize the Executive director to negotiate and award a contract with the second highest ranking firm

of The Casey Group Architects

Approved: April 27, 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: 5
NAYS: None
Abstain: None
Absent: 0

Motion approved

9. COMMENTS FROM COMMISSIONERS

None

10. COMMENTS FROM THE EXECUTIVE DIRECTOR

ED Mirra directed the board to his report. He reported on the cabinet project related to our strategic plan and its schedule. Staff will provide the board in the fall a draft of proposed changes and strategies for their consideration. ED Mirra also discussed the proposed 2011 and 2012 federal budgets.

11. EXECUTIVE SESSION

Board moved into Executive Session at 5:10 PM for 15 minutes to consider minimum sale prices for Salishan lots. Board moved out of executive session at 5:25 PM with no action taken.

12. ADJOURNMENT

There being no further business to conduct, Vice Chair Flauding moved to adjourn, and Commissioner Mowat seconded the motion. All voted in favor. The meeting adjourned at 5:50 PM.

APPROVED AS CORRECT

Adopted: April 27, 2011

Dr. Arthur C. Banks, Chair

Finance Committee
Commissioner Mowat

Real Estate and Development Committee
Commissioner's Miller and Rumbaugh

ADMINISTRATION REPORTS

FINANCE
AND
ADMINISTRATION



TACOMA HOUSING AUTHORITY

Motion

Adopt a consent motion ratifying the payment of cash disbursements totaling \$3,875,676 for the month of March, 2011.

Approved: April 27, 2011

Dr. Arthur C. Banks, Chairman

TACOMA HOUSING AUTHORITY
Cash Disbursements for the month of March, 2011

| Bank | Check Numbers | | Amount | Totals |
|--|---------------|---------|---------|--------------------------------|
| | From | To | | |
| HERITAGE BANK | | | | |
| A/P Checking Account | | | | |
| Low Rent Module Checks | Check #'s | 2,086 | 2,140 | 3,453 |
| Accounts Payable Checks | Check #'s | 72,676 | 72,967 | |
| Central Office Cost Center | | | 192,346 | Program Support |
| Moving To Work Support Center | | | 20,980 | |
| Tax Credit Program Support Center | | | 117 | |
| Section 8 Programs | | | 20,803 | Section 8 Operations |
| SF Non-Assisted Housing - N. Shirley | | | 10 | Local Funds |
| SF Non-Assist Housing - 9SF Homes | | | 3,170 | |
| Stewart Court | | | 12,076 | |
| Wedgewood | | | 988 | |
| Salishan 7 | | | 21,319 | |
| Tacoma Housing Development Group | | | 2,799 | |
| Hillsdale Hts. TCRA Loan | | | 965 | Development |
| Salishan Program Income | | | 5,507 | |
| TCAP-Long term debt forgivable | | | 375 | |
| Salishan Area 3 | | | 3,155 | |
| NSP Grant | | | 9,250 | |
| Development Activity | | | 9,007 | |
| Salishan Area 2B-Dev | | | 7,163 | |
| Salishan 7 - Dev A/C | | | 20,489 | |
| Hillside Terrace H6 Predevelopment | | | 1,870 | |
| Bea's Fund | | | | Community Service |
| Homeless Grant | | | | |
| CTED - IDA | | | | |
| Assets for Independence | | | | |
| Community Services General Fund | | | 597 | |
| Gates Ed Grant | | | 95 | |
| 2006 ROSS Fam H.O. | | | 68 | |
| 2007 ROSS Fam H.O. | | | 1,053 | |
| 2008 ROSS Svc Coord | | | 1,869 | |
| 2011 WFF | | | 545 | |
| AMP 1 - No K, So M, No G | | | 186,042 | Public Housing |
| AMP 2 - Fawcett, Wright, 6th Ave | | | 135,647 | |
| AMP 3 - Lawrence, Orchard, Stevens | | | 35,575 | |
| AMP 4 - Hillside Terr - 1800/2500 | | | 16,348 | |
| AMP 6 - Scattered Sites | | | 4,494 | |
| AMP 7 - HT 1 - Subsidy | | | 9,173 | |
| AMP 8 - HT 2 - Subsidy | | | 2,300 | |
| AMP 9 - HT 1500 - Subsidy | | | 968 | |
| AMP 10 - SAL 1 - Subsidy | | | 11,046 | |
| AMP 11 - SAL 2 - Subsidy | | | 10,402 | |
| AMP 12 - SAL 3 - Subsidy | | | 5,718 | |
| AMP 13 - SAL 4 - Subsidy | | | 7,461 | |
| AMP 14 - SAL 5 - Subsidy | | | 9,633 | |
| AMP 15 - SAL 6 - Subsidy | | | 10,722 | |
| Allocation Fund | | | 56,627 | |
| THA SUBTOTAL | | | 842,225 | |
| Hillside Terrace 1 through 1500 | | | 2,184 | Tax Credit Projects - billable |
| Salishan I - through Salishan 6 | | | 2,331 | |
| Salishan Association - Operations | | | 6,266 | |
| TAX CREDIT SUBTOTAL (Operations - billable) | | | 10,781 | 853,005.93 |
| Section 8 Checking Account (HAP Payments) | | | | |
| SRO/HCV/TBRA/VASH/FUP | Check #'s | 453,528 | 454,757 | 1,135,546 |
| | ACH | 21,068 | 22,000 | 1,476,338 |
| | | | | \$ 2,611,884 |
| US BANK | | | | |
| Payroll & Payroll Fees - ADP | | | | \$ 410,786 |
| TOTAL DISBURSEMENTS | | | | \$ 3,875,676 |



TACOMA HOUSING AUTHORITY

Date: April 27, 2011
To: THA Board of Commissioners
From: Ken Shalik
Director of Finance and Administration
Re: Finance & Administration Department Monthly Board Report

1. FINANCIAL STATEMENT COMMENTS

I present the March, 2011 disbursement report for your approval.

The Finance Department is submitting the financial statement for the month of February, 2011. We are still on track for having a surplus for the Fiscal Year budgeted to originally end on June 30, 2011. There are some anomalies that I will address below, but am not seeing any area of concerns that need to be addressed at this time. Some of the actual categories will start to deviate more than normal due to Salishan 7 leaseup effective the end of October, with both income and operational costs coming on line January 1st. Also, the Local Asset Management Plan will affect the Management Fee and Rental Income areas. Both of these areas will be addressed in the Budget Revision/Extension.

- Line 1 – Tenant Revenue- Dwelling rent – The increase in rent will continue as Salishan 7 units are brought online.
- Line 2 – Tenant Revenue Other – Higher than budgeted. The majority of the income is from late fees, legal fees and tenant move out (maintenance charges).
- Line 7 – Capital Fund Revenue – We drew down a good portion of the operating revenue from Capital fund in December and January. It will come in on target by the end of the fiscal year.
- Line 9 – Fee for Service. – Under the Local Asset Management Plan, we will no longer be using this category. The categories charged under Fee for Service will now become part of our Management fee
- Line 13 – Developer Fee Income – We are still on track to receive the money budgeted by Fiscal Year end close.
- Lines 16 thru 36 – Administrative Expenses – There are many areas with variances. I am not seeing any areas of concern, but will address variances when doing the budget extension.
- Line 39 – Relocation Costs – This is for reasonable accommodation moves, or moves for Capital Fund work. This is an estimate, and will revise during the budget extension.
- Lines 40 – Tenant Service Other – This is a timing issue. One of the ROSS grants closed in October, and contracts that were in place are being paid to close out the grant.

The tenant services area is an area we will need to review as we move into Moving to Work.

- Line 52 – Protective Services – We are providing extra Security for Salishan and currently paying for it from THA funds. We will be reviewing our Security overall and making a budget revision if needed.
- Line 62 – Section 8 HAP Payments – The expense is lower than budgeted thru January due to occupancy. As of 100% THA is at 100% Voucher utilization, which will result in a higher HAP through June.
- Line 67 – Reserve Appropriation – We are near final completion of our Area 2B infrastructure for Salishan. We have utilized approximately \$350,000 from Reserves to complete.

Overall, the financial position is very healthy at the moment with a projected \$535,402 surplus (line 68), as compared to a budgeted \$11,744. This amount will most likely change as we get further into the year and institute changes per our budget revision, but the agency remains in good financial shape.

2. INVESTMENTS

Surplus funds had been invested in Heritage checking and the Washington State Investment Pool. Rates with Heritage Bank remain at .51%. The Washington State Local Government Investment Pool currently provides a return rate of .20%.

3. INFORMATION TECHNOLOGY/SOFTWARE IMPLEMENTATION

Moving to Work remains Information Technologies number one initiative for 2011. Our information technology staff is in the process of designing, programming and testing the application software. This in-house development will handle our MTW initiatives and in coordination with the YARDI/VisualHOMES software will update our client database with the new Moving to Work rent calculations. VisualHOMES has completed their software customizations and we are in the testing phase of the interface between their customizations and our application design.

The SharePoint is being tested by staff throughout the agency and features a collaboration site for the MTW project.

S8Tran08 is a software enhancement for our rental assistance software module in VisualHOMES. This enhancement is being reviewed and tested. We are in the process of cleaning up specific data to facilitate a smooth upgrade. Training still needs to be provided to staff for minor process changes. The upgrade is anticipated to be implemented in July, 2011.

Information Technology continues to offer a wide variety of VisualHOMES related software training classes on an ongoing basis. They are currently developing a training agenda for our MTW software enhancements scheduled for Spring, 2011.

Dave Gjerstad (IT Manager), Todd Craven (Asset and Compliance Manager), and myself will be attending the annual Yardi/VisualHOMES conference in Washington DC from June 1 – 3.

Significant Software and Hardware Initiatives Underway

- MTW Internal Software Development – January thru June
- Planning for S8Tran08 Upgrade – April - June
- Planning for LRTran07 Upgrade – August
- Setup of new company in Accountmate to accommodate FYE change. – Completed March, 2011
- Analysis and Review of Tax Credit Upgrade Module – VisualHOMES
- I.T. Disaster Recovery Project Planning – On-Hold
- Document Management Project Kickoff – 4th Quarter 2011
- MTW Software Module Data Conversion and Testing – Apr thru Jun
- PIC 50058 Testing – April-July
- THA Tenant Adjustment Application Development and Testing – On-Hold
- MTW Baseline Data Extractions – July 2010 to June 2011
- SharePoint Implementation Training, Planning and Deployment – 2011

4. ASSET MANAGEMENT AND COMPLIANCE

The Asset Management and Compliance area is responsible for Asset Management, Risk Management, Financial Reporting, Procurement, Compliance, and oversight of the Desk Manual Project.

In Compliance, THA's current PIC reporting rate is 100 % for Public Housing and 99.4% for Section 8. This number represents the percentage of files we submit to HUD on an annual basis versus how many files HUD expects us to submit. HUD requires that we maintain at least a 95% reporting rate.

We are beginning the process of hiring a Senior Systems Analyst who will assist us in building several critical systems for the agency related to Asset Management, Moving to Work, and THA's Dashboard. This will be a sunset position that will last until these projects are completed. We anticipate that this hire will occur in May.

MTW

Staff are currently working on making the necessary changes to the administrative policies governing both the Section 8 and Public Housing programs. We are also working on making

procedure changes in order to carry out our activities effectively. These include working with staff on developing procedures to address the changes in policy, reviewing and updating the forms we use as necessary, and developing custom software applications that will enable us to collect the information needed for MTW and calculate rent and exam dates based on the criteria set forth in our Plan. We plan to begin training staff on the new software enhancements within the next three to four weeks and training on procedures and policy during the month of June.

5. YEAR-END UPDATE

We completed the submission of our audited FY 2010 financial statements to REAC the last week of March and now are awaiting HUD's review. Since the unaudited submission was not reviewed until 6 months after it was submitted, we do not expect to see the results of our audited submission until at least July.

6. BUDGET

I am currently working with staff in revising the 2011 budget to accommodate the 18 month fiscal year. We have postponed the review until June to accommodate the budget extension and to obtain additional information of our funding levels for 2011 from Congress. Earlier this month, H.R.1473 was passed providing funding for the remainder of the Fiscal Year. Additional information will be coming from HUD on the specific amounts the agency will be funded in the next few weeks. In the meantime, I am providing an initial analysis of what the funding will most probably look like for the agency based on the funding levels approved for our major program areas.

FINANCE DEPARTMENT MONTHLY REPORT

April 2011

Page 5

| | 2010 Funding | FY 2011 H.R. 1473 | Projected Increase/ (Decrease) from 2010 |
|--|--------------|--------------------------|---|
| PUBLIC HOUSING OPERATING FUND | | | |
| Funding Basis | | 96.5% of 2010 Enacted | |
| THA Funding | \$2,156,561 | \$2,081,081 | (\$75,480) |
| PUBLIC HOUSING CAPITAL FUND | | | |
| Funding Basis | | 81.6% of 2010 Enacted | |
| THA Funding | \$2,345,627 | \$1,914,032 | (\$431,595) |
| HOUSING CHOICE VOUCHER PROGRAM | | | |
| Voucher Housing Assistance Payments (HAP) | | | |
| Funding Basis | | 102% of 2010 Enacted | |
| THA Funding | \$30,557,000 | \$31,168,140 | \$611,140 |
| <i>* The HAP increases are predicated on the fact that no rebenchmarking takes place for the Non-MTW agencies. If rebenchmarking happens, this will affect the amount THA receives based on a pro-rate amount.</i> | | | |
| Voucher Administrative Fees | | | |
| Funding Basis | | 91.5% of 2010 Enacted | |
| THA Funding | \$2,439,612 | \$2,232,245 | (\$207,367) |
| <i>* 2010 Funding received was at approximately 90% Pro-ration of HUD calculations</i> | | | |
| Total projected effect on THA funding based on H.R. 1473 passage | | | (\$103,302) |

**TACOMA HOUSING AUTHORITY
AGENCY WIDE**

| | | February, 2011 | | | | Thru 06/30/2011 | | |
|--------------------------------|---|-----------------------|------------------------|-------------------|----------------|---------------------|-------------------|---------------|
| | | CURRENT MTH ACTUAL | YEAR TO DATE ACTUAL | BUDGETED YTD | VARIANCE | PROJECTED ACTUAL | BUDGETED | VARIANCE |
| OPERATING RECEIPTS | | | | | | | | |
| 1 | Revenue - Dwelling rent | 285,495 | 1,966,362 | 1,679,942 | 17.05% | 2,949,543 | 2,519,913 | 17.05% |
| 2 | Tenant Revenue - Other | 6,593 | 47,310 | 29,333 | 61.28% | 65,965 | 44,000 | 49.92% |
| 3 | HUD grant - Section 8 HAP reimbursemen | 2,615,229 | 21,057,803 | 21,338,343 | -1.31% | 31,586,705 | 32,007,514 | -1.31% |
| 4 | HUD grant - Section 8 Admin fee earned | 219,467 | 1,779,789 | 1,761,509 | 1.04% | 2,494,684 | 2,642,264 | -5.59% |
| 5 | HUD grant - Public Housing subsidy | 173,745 | 1,609,735 | 1,519,801 | 5.92% | 2,294,603 | 2,279,701 | 0.65% |
| 6 | HUD grant - Community Services/HOPE | 21,667 | 292,552 | 283,974 | 3.02% | 363,828 | 425,961 | -14.59% |
| 7 | HUD grant - Capital Fund Operating Reve | 5,580 | 640,918 | 526,839 | 21.65% | 761,377 | 790,259 | -3.65% |
| 8 | Management Fee Income | 253,304 | 1,662,565 | 1,499,262 | 10.89% | 2,493,848 | 2,248,893 | 10.89% |
| 9 | Fee For Service Income | 282 | 34,248 | 53,731 | -36.26% | 34,248 | 80,596 | -57.51% |
| 10 | Other Government grants | 157,109 | 312,529 | 213,248 | 46.56% | 368,794 | 319,872 | 15.29% |
| 11 | Investment income | 9,894 | 39,575 | 35,667 | 10.96% | 59,363 | 53,500 | 10.96% |
| 12 | Fraud Recovery Income - Sec 8 | 523 | 25,725 | 20,917 | 22.99% | 38,588 | 31,375 | 22.99% |
| 13 | Other Revenue- Developer Fee Income | 0 | 500,492 | 1,673,105 | -70.09% | 2,509,657 | 2,509,657 | 0.00% |
| 14 | Other Revenue | 14,590 | 432,772 | 434,265 | -0.34% | 649,158 | 651,398 | -0.34% |
| 15 | TOTAL OPERATING RECEIPTS | 3,763,478 | 30,402,375 | 31,069,935 | -2.15% | 46,670,358 | 46,604,903 | 0.14% |
| OPERATING EXPENDITURES | | | | | | | | |
| <i>Administrative Expenses</i> | | | | | | | | |
| 16 | Administrative Salaries | 279,559 | 2,193,412 | 2,308,736 | -5.00% | 3,464,630 | 3,463,104 | 0.04% |
| 17 | Administrative Personnel - Benefits | 112,275 | 847,561 | 923,168 | -8.19% | 1,346,342 | 1,384,752 | -2.77% |
| 18 | Accounting & Audit Fees | 13,749 | 69,883 | 50,333 | 38.84% | 75,500 | 75,500 | 0.00% |
| 19 | Management Fees | 230,417 | 1,256,522 | 1,285,659 | -2.27% | 2,059,783 | 1,928,489 | 6.81% |
| 20 | Rent | 20,775 | 121,938 | 107,183 | 13.77% | 212,907 | 160,774 | 32.43% |
| 21 | Advertising | 0 | 1,479 | 8,367 | -82.32% | 7,219 | 12,550 | -42.48% |
| 22 | Data Processing Expenses | 20,019 | 134,805 | 203,063 | -33.61% | 282,208 | 304,595 | -7.35% |
| 23 | Office Supplies | 3,870 | 36,727 | 64,933 | -43.44% | 65,091 | 97,400 | -33.17% |
| 24 | Publications & Memberships | 2,529 | 35,174 | 29,917 | 17.57% | 45,261 | 44,875 | 0.86% |
| 25 | Telephone | 7,152 | 57,628 | 59,400 | -2.98% | 86,442 | 89,100 | -2.98% |
| 26 | Postage | 2,776 | 27,034 | 31,767 | -14.90% | 40,551 | 47,650 | -14.90% |
| 27 | Leased Equipment & Repairs | 6,495 | 27,910 | 48,103 | -41.98% | 51,865 | 72,155 | -28.12% |
| 28 | Office Equipment Expensed | 3,356 | 19,000 | 40,000 | -52.50% | 55,000 | 60,000 | -8.33% |
| 29 | Legal | 720 | 20,421 | 79,667 | -74.37% | 70,632 | 119,500 | -40.89% |
| 30 | Local Milage | 369 | 3,175 | 10,927 | -70.94% | 12,763 | 16,390 | -22.13% |
| 31 | Staff Training/Out of Town travel | 6,996 | 40,984 | 120,030 | -65.86% | 136,476 | 180,045 | -24.20% |
| 32 | Contract Services | 17,523 | 169,430 | 257,567 | -34.22% | 384,145 | 386,350 | -0.57% |
| 33 | Other administrative expenses | 18,011 | 72,538 | 59,641 | 21.63% | 108,807 | 89,461 | 21.63% |
| 34 | Due diligence - Development projects | 0 | 0 | 33,333 | -100.00% | 65,000 | 50,000 | 30.00% |
| 35 | Contingency | 0 | 0 | 1,667 | -100.00% | 0 | 2,500 | -100.00% |
| 36 | Total Administrative Expenses | 746,591 | 5,135,621 | 5,723,460 | -10.27% | 8,570,619 | 8,585,190 | -0.17% |

| | February, 2011 | | | | Thru 06/30/2011 | | | |
|--|--|------------------------|-------------------------|-----------------------|----------------------|-------------------------|-------------------------|----------------------|
| | CURRENT MTH ACTUAL | YEAR TO DATE ACTUAL | BUDGETED | VARIANCE | PROJECTED ACTUAL | BUDGETED | VARIANCE | |
| Tenant Service | | | | | | | | |
| 37 | Tenant Service - Salaries | 51,504 | 410,884 | 394,817 | 4.07% | 628,411 | 592,226 | 6.11% |
| 38 | Tenant Service Personnel - Benefits | 20,998 | 167,362 | 151,923 | 10.16% | 251,043 | 227,884 | 10.16% |
| 39 | Relocation Costs | 2,140 | 3,409 | 24,333 | -85.99% | 3,409 | 36,500 | -90.66% |
| 40 | Tenant Service - Other | 4,689 | 124,957 | 92,867 | 34.56% | 157,436 | 139,300 | 13.02% |
| 41 | Total Tenant Services | 79,331 | 706,612 | 663,940 | 6.43% | 1,040,298 | 995,910 | 4.46% |
| Project Utilities | | | | | | | | |
| 42 | Water | 7,992 | 65,160 | 59,417 | 9.66% | 97,740 | 89,126 | 9.66% |
| 43 | Electricity | 20,174 | 130,909 | 122,392 | 6.96% | 196,364 | 183,588 | 6.96% |
| 44 | Gas | 4,255 | 39,506 | 40,911 | -3.44% | 59,259 | 61,367 | -3.44% |
| 45 | Sewer | 29,177 | 208,035 | 186,936 | 11.29% | 312,053 | 280,404 | 11.29% |
| 46 | Total Project Utilities | 61,598 | 443,610 | 409,657 | 8.29% | 665,415 | 614,485 | 8.29% |
| Ordinary Maintenance & Operations | | | | | | | | |
| 47 | Maintenance Salaries | 43,716 | 383,838 | 384,121 | -0.07% | 587,046 | 576,182 | 1.89% |
| 48 | Maintenance Personnel - Benefits | 12,638 | 109,182 | 108,627 | 0.51% | 163,773 | 162,941 | 0.51% |
| 49 | Maintenance Materials | 11,897 | 104,764 | 116,800 | -10.30% | 157,146 | 175,200 | -10.30% |
| 50 | Contract Maintenance | 37,572 | 424,329 | 483,600 | -12.26% | 696,494 | 725,400 | -3.98% |
| 51 | Total Routine Maintenance | 105,823 | 1,022,113 | 1,093,149 | -6.50% | 1,604,459 | 1,639,723 | -2.15% |
| General Expenses | | | | | | | | |
| 52 | Protective Services | 6,561 | 95,073 | 80,267 | 18.45% | 142,610 | 120,400 | 18.45% |
| 53 | Insurance | 14,842 | 115,095 | 130,706 | -11.94% | 192,643 | 196,059 | -1.74% |
| 54 | Other General Expense | 68,313 | 566,427 | 580,208 | -2.38% | 849,641 | 870,312 | -2.38% |
| 55 | Payment in Lieu of Taxes | 1,199 | 9,590 | 9,895 | -3.09% | 14,385 | 14,843 | -3.09% |
| 56 | Bad Debt - Tenant Rents | 5,570 | 10,696 | 17,667 | -39.46% | 26,500 | 26,500 | 0.00% |
| 57 | Interest Expense | 56,149 | 449,683 | 442,593 | 1.60% | 674,525 | 663,890 | 1.60% |
| 58 | Total General Expenses | 152,634 | 1,246,564 | 1,261,336 | -1.17% | 1,900,302 | 1,892,004 | 0.44% |
| 59 | TOTAL OPERATING EXPENSES | \$ 1,145,977 | \$ 8,554,520 | \$ 9,151,541 | | \$ 13,781,093 | \$ 13,727,312 | |
| Nonroutine Expenditures | | | | | | | | |
| 60 | Ext. Maint/Fac Imp/Gain/Loss Prop Sale | 0 | 26,268 | 66,667 | -60.60% | 99,402 | 100,000 | -0.60% |
| 61 | Casualty Losses | (10,010) | 16,938 | 0 | | 16,938 | 0 | |
| 62 | Sec 8 HAP Payments | 2,553,450 | 20,330,010 | 21,002,636 | -3.20% | 31,045,015 | 31,503,954 | -1.46% |
| 63 | Total Nonroutine Expenditures | 2,543,440 | 20,373,216 | 21,069,303 | -3.30% | 31,161,355 | 31,603,954 | -1.40% |
| 64 | TOTAL EXPENDITURES | 3,689,417 | 28,927,736 | 30,220,844 | -4.28% | 44,942,448 | 45,331,266 | -0.86% |
| 65 | OPERATING SURPLUS/(DEFICIT) | <u>74,061</u> | <u>1,474,639</u> | <u>849,091</u> | <u>73.67%</u> | <u>1,727,909</u> | <u>1,273,637</u> | <u>35.67%</u> |
| Reserve/Capital Affecting Operations | | | | | | | | |
| 66 | THA transfer to development projects | 0 | (523,993) | (1,036,151) | -49.43% | (1,554,226) | (1,554,226) | 0.00% |
| 67 | Reserve Appropriations | 0 | 361,719 | 194,889 | 85.60% | 361,719 | 292,333 | 23.74% |
| 68 | THA SURPLUS/(DEFICIT) | <u>74,061</u> | <u>1,312,365</u> | <u>7,829</u> | | <u>535,402</u> | <u>11,744</u> | |

TACOMA HOUSING AUTHORITY
CASH POSITION - March, 2011

| Account Name | Current Balance | Interest |
|--|----------------------|------------------|
| HERITAGE BANK | | |
| Accounts Payable | \$ 4,871,301 | 0.510% |
| Section 8 Checking | 3,185,725 | 0.510% |
| THA Investment Pool | 284 | 0.510% |
| THA LIPH Security Deposits | 105,263 | 0.510% |
| THDG - Tacoma Housing Development Group | 44,396 | 0.510% |
| LF - Windstar | (576) | 0.510% |
| LF - Stewart Court | 99,504 | 0.510% |
| LF - Stewart Ct Security Deposit Account | 13,910 | 0.510% |
| LF - SF 9Homes Alaska | 193,169 | 0.510% |
| LF - SF 9Homes Alaska Sec Dep Acct | 6,631 | 0.510% |
| LF - SFH No. Shirley | 4,866 | 0.510% |
| LF - SFH N Shirley Security Deposit Acct | 1,004 | 0.510% |
| LF - Wedgewood Homes | 213,706 | 0.510% |
| LF - Wedgewood Homes Security Deposit Acct | 15,863 | 0.510% |
| General Fund Money Market | 3,499,936 | 0.510% |
| KEY BANK | | |
| LF - Salishan 7 | 277,518 | 0.000% |
| LF - Salishan 7 Security Deposit Acct | 17,603 | 0.000% |
| WASHINGTON STATE | | |
| Investment Pool | \$ 1,268,677 | 0.240% |
| US BANK | | |
| Payroll Account | \$ 6,047 | |
| CHASE | | |
| IDA Account | 62,406 | 0.01% |
| TOTAL THA CASH BALANCE | \$ 13,887,231 | |
| Less: | | |
| <i>MTW:</i> | | |
| MTW Reserves | \$ 5,268,707 | |
| <i>Other Restrictions:</i> | | |
| FSS Escrows | 214,804 | |
| VASH & FUP Operating Reserves | 586,916 | |
| Mod Rehab Operating Reserves | 67,656 | |
| Security Deposit Accounts | 149,374 | |
| Salishan Sound Families - 608 | 211,500 | |
| IDA Accounts - 604,605,611 | 62,406 | |
| THDG - 048 | 44,396 | |
| <i>Total - Other Restrictions</i> | <i>\$ 1,337,052</i> | |
| <i>Agency Liabilities:</i> | | |
| Windstar Loan - 042 | 329,912 | |
| Citibank Loan for Area 3 - Guarantee | 2,661,384 | |
| <i>Total - Agency Liabilities</i> | <i>\$ 2,991,296</i> | |
| <i>THA Designated Reserve for Development:</i> | <i>\$ 553,842</i> | |
| Total Restrictions | \$ 10,150,896 | |
| THA UNENCUMBERED CASH | \$ 3,736,335 | |
| Agency Current Commitments: | | |
| | Balance | |
| Habitat for Humanity Loan | 45,000 | |
| Salishan Education & Training - On hold | | |
| Development Projects | | |
| Total Current Commitments outstanding | | \$ 45,000 |

REAL ESTATE MANAGEMENT
AND
HOUSING SERVICES



TACOMA HOUSING AUTHORITY

Date: April 27, 2011
To: THA Board of Commissioners
From: April Black
Director of Real Estate Management and Housing Services
Re: Department of Real Estate Management and Housing Services Monthly Board Report

1. PROPERTY MANAGEMENT DIVISION

1.1. Performance Report Summaries:

1.1.1. Public Housing Information Center (PIC) reporting:

THA's reporting rate for accurately submitting public housing program participation data (50058) to HUD is at 99.56% HUD requires a housing authority to accurately submit at 95% or better.

1.1.2. Occupancy:

Unit occupancy is reported for the first day of the month. This data is for the month of April 2011.

| PROGRAM | UNITS AVAILABLE | UNITS VACANT | UNITS OCCUPIED | % MTH OCCUPIED | % YTD OCCUPIED |
|------------------|-----------------|--------------|----------------|----------------|----------------|
| AMPs 1-6 | 594 | 15 | 579 | 97.5% | 97.6% |
| Tax Credit Units | 690 | 30 | 660 | 95.4% | 97.2% |
| Local fund units | 69 | 6 | 63 | 93.4% | 93.4% |
| All Total | 1,353 | 51 | 1,302 | 96.0% | 97.8% |

1.1.3. Vacant Unit Turn:

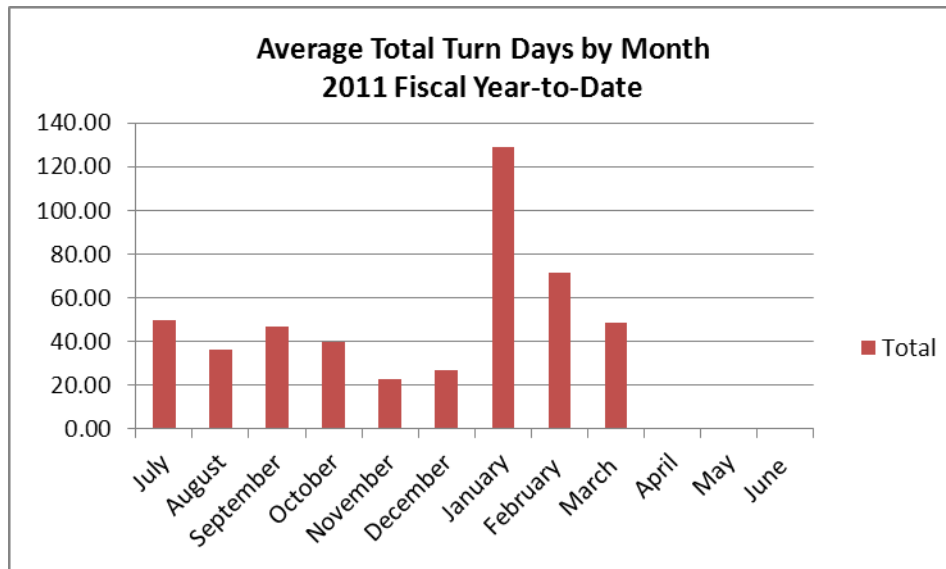
The following page includes a table with all of the units turned calendar year to date (January-March 2011). The average unit turn through the month of March is 90 days. Turning and leasing the aged Salishan units are continuing to make an impact on our totals. Based on improved processes we expect to see improvement in these numbers beginning in April, and reflected in the May board report.

April 2011 Board of Commissioners Meeting
 REAL ESTATE MANAGEMENT and HOUSING SERVICES DEPARTMENT MONTHLY
 REPORT
 Page 2

Calendar Year to Date through the end of March, 2011

| AMP | Units Turned | Avg Turn Days | Units Currenty Vacant | Avg # Days Vacant |
|---|--------------|---------------|-----------------------|-------------------|
| Amp 1 (G St, K St, M St) | 6 | 17.7 | 0 | 0.0 |
| Amp 2 (6th Ave, Fawcett, Wright) | 5 | 28.4 | 0 | 0.0 |
| Amp 3 (Bergerson, Dixon, Ludwig) | 7 | 32.3 | 3 | 4.7 |
| Amp 4 (Old Hillside Terrace) | 6 | 33.7 | 4 | 32.8 |
| Amp 6 (PH Scattered Sites) | 0 | 0.0 | 2 | 31.0 |
| Hillside Terrace Tax Credit | 5 | 61.4 | 3 | 144.7 |
| Salishan Tax Credit | 28 | 155.0 | 7 | 70.4 |
| Local Fund (Stewart, Market Rate Homes) | 4 | 49.5 | 2 | 121.0 |
| Agency Summary | 61 | 90 | 21 | 66 |

Below is a trend report of the average days to turn a unit.



On the next page there is a table with the list of the current portfolio-wide vacancies as of April 18, 2011.

April 2011 Board of Commissioners Meeting
 REAL ESTATE MANAGEMENT and HOUSING SERVICES DEPARTMENT MONTHLY
 REPORT
 Page 3

| Nbr | AMP | Project | Unit Nbr | Address | Apt Nbr | Unit Status | Vacate Date | Days Vacant |
|-----|-----|---------|----------|------------------------|---------|-------------------|---------------------|-------------|
| 1 | 09 | 032 | T6579 | 1512 Court F Street | 188 | Vacant | 7/2/2010 | 290 |
| 2 | 10 | 30S | 08004 | 4228 EAST Q STREET | | Repair-Make Ready | 11/8/2010 | 161 |
| 3 | MR | 044 | 01211 | 1211 S TRAFTON | | Repair-Make Ready | 11/17/2010 | 152 |
| 4 | 12 | 33S | 08069 | 1824 EAST 43RD STREET | | Repair-Make Ready | 12/3/2010 | 136 |
| 5 | MR | 044 | 01118 | 1118 SOUTH SHERIDAN | | Repair-Make Ready | 12/13/2010 | 126 |
| 6 | 04 | 018 | 01269 | 2506 COURT G | 68 | Vacant | 1/20/2011 | 88 |
| 7 | 06 | 022 | 01466 | 1818 S. 92ND ST | | Repair-Make Ready | 1/31/2011 | 77 |
| 8 | 09 | 032 | T6571 | 1507 South G St | 177 | Vacant | 2/1/2011 | 76 |
| 9 | 04 | 018 | 01254 | 2530 COURT G | 33 | Repair-Make Ready | 2/14/2011 | 63 |
| 10 | 10 | 30S | 08012 | 4112 EAST Q STREET | | Vacant | 2/28/2011 | 49 |
| 11 | 12 | 33S | 08082 | 4340 EAST R STREET | | Vacant | 3/14/2011 | 35 |
| 12 | 04 | 018 | 01382 | 1818 COURT F | 165 | Repair-Make Ready | 3/18/2011 | 31 |
| 13 | 12 | 33S | 08085 | 4350 EAST R STREET | | Vacant | 3/21/2011 | 28 |
| 14 | 03 | 020 | 01401 | 5303 S ORCHARD ST | 14 | Downtime | 3/22/2011 | 27 |
| 15 | 04 | 018 | 01283 | 2508 SOUTH G ST | 82 | Repair-Make Ready | 3/28/2011 | 21 |
| 16 | 03 | 023 | 01494 | 5405 SOUTH STEVENS | | Repair-Make Ready | 3/28/2011 | 21 |
| 17 | 06 | 024 | 01483 | 635 S. FIFE ST | | Repair-Make Ready | 3/28/2011 | 21 |
| 18 | 03 | 020 | 01429 | 5309 S ORCHARD ST | 42 | Vacant | 3/29/2011 | 20 |
| 19 | 04 | 018 | 01257 | 2530 COURT G | 36 | Repair-Make Ready | 4/4/2011 | 14 |
| 20 | SC | 045 | 32186 | 3218 S MONROE | 49 | Downtime | 4/6/2011 | 12 |
| 21 | 03 | 020 | 01394 | 5301 S ORCHARD ST | 7 | Repair-Make Ready | 4/7/2011 | 11 |
| 22 | 03 | 023 | 01491 | 5402 SOUTH STEVENS | | Repair-Make Ready | 4/7/2011 | 11 |
| 23 | 03 | 023 | 01511 | 5435 SOUTH STEVENS | | Repair-Make Ready | 4/11/2011 | 7 |
| 24 | 06 | 025 | 01524 | 3005 SOUTH 13TH STREET | | Downtime | 4/12/2011 | 6 |
| 25 | 06 | 025 | 01523 | 4033 EAST J STREET | | Downtime | 4/15/2011 | 3 |
| | | | | | | | Average Days Vacant | 59.4 |

1.1.4. Work Orders:

Work order completion is no longer scored under PHAS. THA will continue to track its work order management and maintains the same expectation that emergency work orders be completed within 24 hours and all others within 25 days. In the month of March all 31 emergency work orders were completed within 24 hours. This month, maintenance staff completed 237 non-emergency work orders. The average number of days to complete a non-emergency work order was 19.23 for the month and 10.72 FYTD.

Work Order Completion Table:

| WORK ORDER COMPLETION REPORT (PHAS/MASS #4) | | | | | | | | |
|---|-------------|-----------------------|-------------|-------------------------------------|---------------|---------------------|-------------|---------------------------------------|
| AMP # * | Emergency | | | | Non Emergency | | | |
| | March 2011 | | FYTD | | March 2011 | | FYTD | |
| | # Completed | % Completed in 24 hrs | # Completed | % Completed in 24 hrs (99% HUD Std) | # Completed | Avg Completion Days | # Completed | Avg Completion Days (25 days HUD Std) |
| AMP 1 | 6 | 100% | 22 | 100% | 46 | 5.00 | 295 | 4.38 |
| AMP 2 | 4 | 100% | 20 | 100% | 23 | 1.87 | 394 | 6.92 |
| AMP 3 | 5 | 100% | 60 | 98.3.2% | 43 | 2.23 | 505 | 7.14 |
| AMP 4 | 8 | 100% | 60 | 98.31% | 23 | 16.26 | 202 | 8.06 |
| AMP 6 | 6 | 100% | 32 | 96.9% | 5 | 7.00 | 104 | 4.05 |
| AMP 7 | 1 | 100% | 1 | 100% | 1 | 3.00 | 23 | 7.22 |
| AMP 8 | 0 | 0% | 0 | 0% | 2 | 2.00 | 16 | 31.56 |
| AMP 9 | 0 | 0% | 0 | 0% | 0 | 0 | 1 | 56.00 |
| AMP 10 | 0 | 0% | 2 | 100% | 12 | 23.00 | 87 | 20.39 |
| AMP 11 | 0 | 0% | 9 | 100% | 18 | 36.72 | 119 | 26.18 |
| AMP 12 | 0 | 0% | 5 | 100% | 17 | 54.41 | 80 | 28.51 |
| AMP 13 | 0 | 0% | 6 | 100% | 8 | 48.13 | 88 | 26.23 |
| AMP 14 | 0 | 0% | 1 | 100% | 18 | 57.67 | 130 | 19.95 |
| AMP 15 | 0 | 0% | 3 | 100% | 9 | 37.22 | 87 | 12.94 |
| Non-AMP | 1 | 100% | 8 | 100% | 12 | 121.75 | 116 | 4.40 |
| TOTALS | 31 | 100% | 229 | 98.7% | 237 | 19.23 | 2,248 | 10.72 |

We have discussed the problems with appliances at Salishan. Management is currently negotiating a contract with a larger appliance vendor to service the washers and dryers at Salishan. This contract should commence May 1, 2011. Once this contract is initiated, we anticipate being able to close out all outstanding appliance-related work orders by mid-June.

Also beginning in May, Salishan management will be conducting education sessions with the residents about how to properly use and care for the washers and dryers. Once these trainings have been completed, management will begin removing washers and dryers as they break due to tenant-caused damage. We will also continue to monitor the frequency and cost of non-tenant-caused breakages. If repair costs continue to remain high, management may need to consider removing all washers and dryers as they break. We may also begin re-renting vacant units without washers and dryers. However, all of these decisions will need to be made in consultation with the investors for each of the Salishan LLCs and after tenant consultation and notification.

The following page includes a breakdown of all outstanding work orders by AMP for your reference.

Outstanding Work Orders Table:

| Outstanding Work Orders as of March , 2011 | | | |
|---|---------------------------|-------------------------|-------------------------|
| AMP # | Open Non-Emergency | <25 Days open | >25 Days open |
| AMP 1 | 5 | 5 | 0 |
| AMP 2 | 5 | 5 | 0 |
| AMP 3 | 6 | 6 | 0 |
| AMP 4 | 25 | 7 | 18 |
| AMP 6 | 12 | 3 | 9 |
| AMP 7 | 1 | 1 | 0 |
| AMP 8 | 0 | 0 | 0 |
| AMP 9 | 0 | 0 | 0 |
| AMP 10 | 10 | 4 | 6 |
| AMP 11 | 22 | 10 | 12 |
| AMP 12 | 7 | 2 | 5 |
| AMP 13 | 14 | 2 | 12 |
| AMP 14 | 19 | 7 | 12 |
| AMP 15 | 13 | 5 | 8 |
| Non-AMP | 2 | 1 | 1 |
| TOTALS | 141 | 58 | 83 |

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2. SALISHAN ASSOCIATION

Based on the directives from the Salishan Association Board, the goals for the Salishan Association Manager for the months of April and May 2011:

- Review each owner account, contact owners, offer late fee waivers, payment plans and reduce overall delinquencies;
- Create Annual Management Plan for the Association with Board of Directors, (prioritize action items); and
- Continue Committee building work including locating residents and owner volunteers to sit on committees and organize events.

3. RENTAL ASSISTANCE DIVISION

3.1. *Public Housing Information Center (PIC) reporting:*

THA's reporting rate for accurately submitting HCV program participation data (50058) to HUD is at 98%. HUD requires a housing authority to accurately submit at 95% or better.

3.2. *Housing Choice Voucher (HCV) Utilization:*

Housing Choice Voucher utilization is reported at 100% for the month of March 2011 and 100% for calendar year to date. Budget utilization is reported at 97% for the month and 98% for calendar year to date.

4. UPDATE FROM PREVIOUS BOARD MEETING:

Pat has contacted the resident who attended the last Board meeting to request that THA install ceiling fans in the apartments of G Street. Pat will be attending the May building meeting to discuss alternative options for cooling the G St units. At this time, the AMP 1 budget will not allow for installation of ceiling fans. Based on an inspection of the units, the work would need to be completed by a licensed contractor and the estimated cost for installation and materials is \$12,000 for the entire building (this assumes installation of one ceiling fan per unit as opposed to the requested two fans per unit). Unless we receive other direction from the Board, management plans to inform the residents that THA cannot afford to install the requested ceiling fans. All public housing residents are allowed to purchase and use their own fans and may purchase and use their own air conditioning units with management approval. When we meet with the G Street residents we will inform them of these options. We will also offer to install an additional locking mechanism on the windows so the windows can be locked when they are open. These locks cost approximately \$5 per unit and would be purchased by THA.

The resident also complained about the quality of cleaning at G Street. The laundry room floors at G St are being cleaned at least once per week. Both the Site Manager and Portfolio Manager have been overseeing this work to ensure it is completed on a regular basis. We will continue to “spot check” this work over the coming months to ensure the systems we have in place to trigger recurring janitorial services are working.

REAL ESTATE

DEVELOPMENT



TACOMA HOUSING AUTHORITY

DATE: April 27, 2011

TO: THA Board of Commissioners

FROM: Walter Zisette
Director of Real Estate Development

RE: Real Estate Development Department Monthly Board Report

1. SALISHAN/HOPE VI

1.1 Phase II Construction

1.1.1 Area 2A

- *Campus Center Development.* Staff have initiated an outreach process intended to gain input on program-related questions that need to be addressed in order to effectively plan for, finance and operate services and facilities in the core area of Salishan. Our outreach strategy has two forms: (1) meet with leaders of faith-based, neighborhood, business, educational, and social service organizations; and (2) coordinate our outreach and program planning for Salishan with other planning efforts taking place in the area, especially: Tacoma 360, MetroParks planning and development efforts for Swan Creek open space, and community development efforts being conducted by the Puyallup Tribe.

1.1.2 Area 3

- *Lot Sales:* Staff is in discussions with several interested homebuilders, both large and small. Staff is keeping the Cabinet updated with THA's negotiations involved in actual offers.

1.1.3 Area 2B

- *Salishan 7:* The construction of Salishan 7 is completed and fully leased. THA staff continues to monitor the Erosion Control facilities at the request of the City of Tacoma Environmental Services Department. As of this date THA staff is providing favorable reports to the city. The site continues to hold up well under the adverse spring weather.

1.1.4 *Arlington Rd:* Staff will issue an RFP in the spring for proposals from prospective Senior Care Facility developers.

1.2 Financial

Salishan Seven: As was mentioned above, Salishan Seven is fully leased. Staff expects to convert to the permanent loan in June..

2. PUBLIC HOUSING PROJECTS

2.1 1800/2500 Hillside Terrace

2.1.1 *Financing:* Staff is developing various financial models in preparation for this year's capital funding rounds. We had been anticipating that 9% LIHTC's with a combination of Project Based Section 8 vouchers and other funding sources. A current viable model incorporates a total of 140 affordable units developed in (2) two seventy unit phases. All 140 units would be redeveloped at the 2500 Hillside Terrace property and serve income levels at or below 50% of AMI.

On January 27, 2011 staff submitted a stage 1 application to the Housing Trust Fund. This month staff has received some speculation that stage 2 applications may be due in July with award announcements in October. State allocations to the HTF budget will be key to this year's award.

On February 2, 2011 staff submitted a CFCF Education Grant Application to HUD. If awarded, these funds would be programmed for the development of a new Community/Education facility to be located at the 2500 Hillside Terrace. We expect to hear from HUD on their decision regarding this grant application in May.

On April 28, 2011 staff will submit funding applications to both Pierce County for SHB 2060 funds and to the City of Tacoma for HOME funds.

2.1.2 *Architecture:* Negotiations with the architect are on hold.

2.1.3 *Construction:* Pre-construction services are on hold.

2.1.4 *Demolition/Disposition:* Staff is reviewing options for demolition and disposition for the site.

3. CAPITAL FUNDS & AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) CAPITAL FUNDS

3.1 Capital Fund Construction:

- 3.1.1 The Casey Group Architects have submitted the first drafts of construction plans to THA for the Ludwig and Fawcett re-siding and window replacement plans; and they are under review by staff. THA Staff have budgeted approximately \$1.2M in capital funds for these efforts. Attic insulation upgrades at North K, G, Ludwig and Dixon Village are also included. Resident meetings at Fawcett and Ludwig were held in February and were well attended. Bid documents for these projects are due to go out in May.
- 3.1.2 RED staff completed the summary of the needs assessments for THA's 34 public housing scattered site units. RED and Property Management Staff are in the process of visiting all of the scattered sites to confirm the needs assessments and to also determine if other work is needed. The findings will be presented to Property Management and Real Estate Development Department staff in May for evaluation. Once the priorities are determined, bid documents will be published for bid.
- 3.1.3. Staff is working with the City of Tacoma concerning the landscaping plans at the 902 L Street parking lots. Bid documents are anticipated for completion in May. Work will be completed this summer.

3.2 ARRA Construction

- 3.2.1 *Final Closeout:* Staff is working on grant closeout. The final payment to a contractor was processed and staff will do a final review of all costs and it is anticipated the final draw of the remaining administration line item will be the end of March. This will close the grant one year ahead of the required date of March 2012.

3.3 Grants

- 3.3.1 NSP 1: THA has sold four of the houses. The only house without an offer is located at 2323 S Ash. THA purchased a house located at 5806 S Cheyenne at the end of December and closed on 6636 S Lawrence at the end of January. Both houses are ready for re-sale. and listed on the MLS.

4. OTHER PROJECTS

THA Administrative Office Space – The firm of Buffalo Design was awarded the contract for the project. 902 S. L Street is the first phase of this project. They have completed the initial survey of furniture and equipment. They also conducted department staff interviews and gathered information regarding work flow, client interaction, organization, structure, security as well as the culture of THA. They are in the process of preparing conceptual drawings for the master plan for the 902 S. L Street Building.

5. PROJECTS IN THE PIPELINE

- 5.1 *The 2316 Building:* Staff has been in discussion with the Tacoma City Association of Colored Women's Club's Inc. (CWC) with regard to a development opportunity. The CWC owns a 30,000 sf site with a small 2-story building, located at 2316 Yakima Ave. in Tacoma. CWC is interested in developing this property and has approached THA to be a potential partner in this development. THA and CWC have agreed that THA's role will be that of the developer. THA and CWC are currently negotiating a Memorandum of Understanding (MOU) for the predevelopment phase.
- 5.2 *ORB Architects/Hillsdale Heights Partnership.* Staff has been approached by ORB Architects to enter into a joint venture partnership turnkey project where ORB would design and develop housing, to THA's specifications and needs, at Hillsdale Heights. Staff is currently evaluating this opportunity and considering funding strategies that might make it feasible.
- 5.3 *Sunrise Townhomes.* Through a real estate broker, staff has been communicating with the owner of this 81-unit apartment complex located across the street from Salishan at E. 46th Street & Portland. The property is in need of significant physical improvements that may be able to be financed using the 4% tax credit program and tax-exempt bonds. Our broker believes that the owner of this property may accept a purchase offer. We are currently conducting a feasibility analysis on this prospect in order to help us determine our offer strategy with the owner.

6. M/WBE CONTRACT COMPLIANCE and SECTION 3 HIRING

6.1 No new updates.

7. PHAS INDICATOR FOR MODERNIZATION ACTIVITIES

The following are the obligated and expenditures as of April 6, 2011.

| <u>Grant</u> | <u>Total Grant</u> | <u>Obligated</u> | <u>% Obligated</u> | <u>Expended</u> | <u>% Expended</u> | <u>Obligation Start Date</u> | <u>Obligation End Date</u> | <u>Disbursement End Date</u> |
|-------------------------------|--------------------|------------------|--------------------|-----------------|-------------------|------------------------------|----------------------------|------------------------------|
| 2007 CFP (P) | \$2,909,072 | \$ 2,909,072 | 100% | \$2,909,072 | 100% | 09/13/07 | 09/12/09 | 09/12/11 |
| 2008 CFP (P) | \$1,849,412 | \$1,849,412 | 100% | \$1,749,374 | 95% | 6/13/08 | 06/12/10 | 06/12/12 |
| 2008 CFP (1 st R) | \$1,351,655 | \$1,351,655 | 100% | \$1,351,655 | 100% | 6/13/08 | 06/12/10 | 06/12/12 |
| Sal. HOPE VI (Revitalization) | \$35,000,000 | \$35,000,000 | 100% | \$35,000,000 | 100% | 04/26/01 | 12/31/10 | 12/31/10 |
| 2009 CFP | \$2,410,953 | \$760,841 | 32% | \$591,752 | 24% | 9/15/09 | 9/14/11 | 9/14/13 |
| 2009 CFP (1 st R) | \$703,863 | \$703,863 | 100% | \$355,885 | 51% | 9/15/09 | 9/14/11 | 9/14/13 |
| 2009 CFP (2 nd R) | \$54,932 | \$54,932 | 100% | 0 | 0 | 9/15/09 | 9/14/11 | 9/14/13 |
| 2009 CFP (3 rd R) | \$2,724 | \$2,724 | 100% | 0 | 0 | 4/12/10 | 4/12/12 | 4/12/14 |
| 2010 CFP | \$2,345,627 | \$848,281 | 36% | \$186,811 | 8% | 7/15/10 | 7/15/12 | 7/15/14 |
| 2010 CFP (1 st R) | \$1,216,978 | \$196,759 | 16% | 0 | 0 | 7/15/10 | 7/15/12 | 7/15/14 |
| 2010 CFP (2 nd R) | \$219,721 | \$0 | 0% | 0 | 0 | 7/15/10 | 7/15/12 | 7/15/14 |
| CFRG* | \$4,096,616 | \$4,096,616 | 100% | \$3,903,149 | 95% | 3/18/09 | 3/17/10 | 3/17/12 |

*ARRA Capital Fund Recovery Grant

COMMUNITY SERVICES



TACOMA HOUSING AUTHORITY

DATE: April 2011

TO: THA Board of Commissioners

FROM: Nancy Vignec
Community Services

RE: Monthly Board Report

STRATEGIC OBJECTIVE: ASSISTANCE

THA will provide high quality housing and supportive services. Its supportive services will help people succeed as residents, neighbors, parents, students, and wage earners who can live without assistance. It will focus this assistance to meet the greatest need.

1. 2011 GOALS

Thirteen major funding sources support the Community Services department's staff and activities. Most of these sources identify performance measures and goals. This report groups the various funding sources' annual goals by service area. It summarizes progress toward annual goals during the month of February and for the calendar year 2011.

1.1 Employment

| Activities | Month | YTD | Annual Goal | % of Goal |
|--|-------|-----|-------------|-----------|
| Clients referred for employment services | 11 | 58 | 120 | 48% |
| Clients participated in employment services | 6 | 34 | 90 | 38% |
| Clients enrolled in employment readiness soft skills workshops | 7 | 17 | 60 | 28% |
| Clients completed employment readiness soft skills workshops | 4 | 9 | 50 | 18% |
| Enrolled in job readiness training | 0 | 1 | 6 | 17% |
| Job placement | 3 | 5 | 30 | 17% |
| Entered Apprenticeship | 0 | 0 | 2 | 0% |
| Earned income increased | 2 | 5 | 30 | 10% |

The employment team is developing an education workshop to assist participants in locating educational opportunities that will lead to employment. This workshop will cover Financial Aid, Labor Market Info, Enrollment and Testing information.

Participants reported being invited to eight interviews this month. This is an increase from five interviews last month. We are also proud to announce two new job placements this month. Comcast and University of Washington, Tacoma added two of our participants to their payrolls this month.

1.2 Education

Bates continues to offer GED classes at the FIC. Standard class size is 18. During the month of March, 14 participants attended GED classes, three participants completed a GED test, and one participant attained a GED.

| Activities | Month | YTD | Annual Goal | % of Goal |
|--|-------|-----|-------------|-----------|
| Participants attending Bates GED classes | 14 | 24 | 75 | 32% |
| Completes one or more GED tests | 3 | 3 | 10 | 30% |
| Attains GED | 1 | 1 | 6 | 17% |

1.3 Family Self-Sufficiency Program

The THA Family Self-Sufficiency (FSS) program is a five year employment and savings incentive program funded by HUD and the City of Tacoma.

| Status | Month | YTD | Annual Goal | % of Goal |
|-------------------------------|-----------------------|-----|-------------|-----------|
| Current Participants | 105 | 109 | 161 | 68% |
| Graduates | 1 | 2 | 8 | 25% |
| Removed/Voluntarily Withdrawn | 1 | 4 | n/a | n/a |
| New Contracts Signed | 5 | 1 | 58 | 2% |
| Escrow Balance | \$ 264, 332.89 | | | |

1.4 Life Skills and Parenting Classes

THA contracts with Bates Technical College for Life Skills and Parenting classes and parenting support groups. The next series of parenting classes will start in April.

| Activities | Month | YTD | Annual Goal | % of Goal |
|------------------------|-------|-----|-------------|-----------|
| Life Skills Enrollment | 0 | 0 | 20 | 0% |
| Life Skills Completion | 1 | 1 | 15 | 7% |
| Parenting Enrollment | 0 | 0 | 25 | 0% |
| Parenting Completion | 0 | 0 | 20 | 0% |

1.5 Asset Building

The department provides financial literacy, credit counseling, homeownership counseling and individual development accounts to help THA clients build assets and prepare to become homeowners.

THA entered into a contract with South Sound Outreach to provide credit counseling services. We began a new series of financial literacy classes at the FIC in March.

| Activities | Month | YTD | Annual Goal | % of Goal |
|---|-------|-----|-------------|-----------|
| Financial Literacy Enrollment | 15 | 27 | 120 | 23% |
| Financial Literacy Completion | 12 | 12 | 95 | 13% |
| Credit Counseling Enrollment | 0 | 0 | 15 | 0% |
| Credit Counseling Completion | 0 | 0 | 8 | 0% |
| Homeownership Counseling | 2 | 10 | 20 | 50% |
| Individual Development Account Participants | 7 | 23 | 10 | 230% |
| Qualified Withdrawals | 1 | 3 | 10 | 30% |
| Home Purchase | 0 | 2 | 10 | 20% |
| Other Asset Purchases | 1 | 2 | 5 | 40% |

1.6 Neighborhood Networks and VITA

THA has Neighborhood Networks computer labs at Bergerson Terrace, Dixon Village, Hillside Terrace and Salishan. The AmeriCorps member assigned to the computer labs is responsible for outreach and computer lab programming. Each lab has scheduled times for adult activities and for youth activities including, resume writing, research, and homework assistance.

| Activities | Month | YTD | Annual Goal | % of Goal |
|----------------------------------|-------|-----|-------------|-----------|
| Computer Lab Participation | 79 | 326 | 200 | 163% |
| VITA Tax Returns for THA clients | 16 | 16 | 75 | 21% |
| EITC Received (PH only) | 8 | 8 | 85 | 9% |

On March 3, 2011, a tax consultant from the IRS, *Williette McKinney-Ferrell* conducted a criteria site review at the THA Salishan Volunteer Income Tax Assistance (VITA) site. She noted the site was in compliance with all items on her check list. She also remarked about the friendly, hospitable environment, as well as the helpful signage guiding participants to the VITA site location.

The consultant stated that temporary THA employee Tina Angell, VITA Site Coordinator, is doing an outstanding job running the site and carrying out her role as Designated Quality Reviewer. The consultant said, "The site operation and the knowledge of the preparers is a great asset to the program. I want to tell you how impressed I was with the procedures, process and personnel. It just shows the high quality of training and the dedication to the VITA tax program."

1.7 Youth Activities

THA contracts with Girl Scouts of Western Washington to provide a youth mentoring program for Hillside Terrace, Bergerson Terrace and Salishan. There are currently 118 troop members, 67 of which are THA residents.

THA contracts with Northwest Leadership Foundation (NLF) for an after school tutoring program at Lister Elementary school. NLF reports 26 public housing youth are enrolled in the youth tutoring program.

| Activities | Month | YTD | Annual Goal | % of Goal |
|---|-------|-----|-------------|-----------|
| Youth tutoring | 26 | 26 | 35 | 74% |
| 80% or better on computer skills post-test | 0 | 0 | 25 | 0% |
| GPA improved .5 or more | 0 | 0 | 15 | 0% |
| Life skills/financial literacy completed | 0 | 0 | 65 | 0% |
| 80% or better on life skills/financial literacy post-test | 0 | 0 | 55 | 0% |
| Youth mentoring | 61 | 61 | 45 | 136% |
| Youth mentoring ongoing more than six months | 35 | 35 | 40 | 88% |

1.8 Senior and Disabled Services

The Senior and Disabled Services Program Specialist serves the 360 residents of THA's seven senior apartment buildings.

The Specialist arranged for nutritional food programs for senior apartment residents. BASH, a home delivery food bank, delivered food baskets to 225 senior apartment residents.

Every Monday, the Specialist visits each building for 45 minutes to an hour. This regularly scheduled time gives residents an opportunity to get services without making an appointment. Every Monday the bulletin boards are updated and information literature is distributed.

In March the Specialist had 146 client contacts (95 unduplicated). There were 17 unduplicated home visits. 20 residents received 1:1 situational and wellness counseling. 2 residents received assistance with entitlement correspondence.

| Activities | Month | YTD | Annual Goal | % of Goal |
|---|-------|-----|-------------|-----------|
| Unduplicated client contacts | 95 | 158 | 260 | 61% |
| Referrals | 2 | 9 | 50 | 18% |
| Unduplicated situation/wellness counseling | 20 | 36 | 140 | 26% |
| Assistance with correspondence for Entitlement Programs | 2 | 5 | 40 | 13% |

1.9 Families in Transition (FIT)

The Community Service Department's FIT program is funded by Washington Families Fund and Sound Families grants. FIT caseworkers help participants succeed as tenants, parents and wage earners.

| | WFF/Sound Families | | Hillside Terrace | | Tax Credit | |
|------------------------|--------------------|-----|------------------|-----|------------|-----|
| Total Current Caseload | 20 | | 3 | | 5 | |
| | Month | YTD | Month | YTD | Month | YTD |
| Entrances | 2 | 3 | 0 | 0 | 0 | 0 |
| Graduations | 0 | 3 | 0 | 0 | 0 | 0 |
| Exits | 0 | 0 | 0 | 0 | 0 | 0 |
| Terminations | 0 | 0 | 0 | 0 | 0 | 0 |

2. EDUCATION PROJECT

The Bill and Melinda Gates Foundation awarded THA \$450,000 (total) for three years of support for the Education Project. The Project will determine how a public housing authority can help the low-income children in their houses succeed in school. It will also determine how THA can strategically apply its housing resources to stabilize McCarver Elementary, a troubled, low-income elementary school in Tacoma whose students have an annual 101% turnover rate largely because of families who are homeless or at risk of homelessness. The BMGF funding will cover salary and benefits for the Project coordinator for three years, as well as costs related to data collection and evaluation.

A number of partners have joined THA in the McCarver Initiative. We anticipate that Tacoma Public Schools will contribute curriculum enhancements at McCarver valued at more than \$130,000 per year. Tacoma Goodwill and Workforce Central will provide job preparation, training and placement services with an in-kind value of \$229,000 per year.

THA plans to apply to Pierce County for funding for two case workers to assist families who receive the special McCarver Initiative vouchers. The case workers will help the families locate suitable housing, develop individual training and service plans, connect clients with appropriate services and track client progress in being involved with their children's education, as well as pursuing their own educational and employment goal

3. PACIFIC NORTHWEST REGIONAL COUNCIL NAHRO SCHOLARSHIP

Alexis Welch, a Salishan resident, was selected for the Pacific Northwest Regional Council of NAHRO Community College scholarship. Alexis's family is part of THA's Families in Transition program and Alexis is a student at Stadium High School. She has demonstrated an amazing spirit of resilience in spite of tough family circumstances. While going through difficult times, Alexis achieved academically and also served as a volunteer in the community. She will be acknowledged during the PNRC NAHRO conference in Tacoma at a luncheon on May 3. Alexis will receive a \$2,000 scholarship awarded to a graduating high school senior attending a 2-year community college program of study. THA will also contribute \$250 to help Alexis advance toward her educational goals.

NEW BUSINESS

(No resolutions this month)

EXECUTIVE DIRECTOR REPORT



TACOMA HOUSING AUTHORITY

Michael Mirra
Executive Director

Date: April 19, 2011
To: THA Board of Commissioners
From: Michael Mirra, Executive Director
Re: Executive Director's Report: April 2011

This is my monthly report for April 2011. It supplements the Departments' reports.

1. CONGRESSIONAL BUDGET NEWS

Congress has passed and the President has signed a federal budget for FFY 2011. Ken Shalik's board report describes its apparent effect on THA. In summary, we will lose a total of \$103,302. Our MTW status allows us to manage this well enough. If we did not have the financial flexibility that MTW confers, this budget would have been very different for us. It would have increased our Section 8 HAP dollars by \$611,140. That would have been helpful but we would not have been able to use that amount to offset the \$714,442 in cuts to other accounts. As it is, we can offset the cuts for a net loss of only \$103,302 instead of nearly seven times that.

The next budget news will come as Congress tries to write a budget for FY 2012. In my last report I summarized the President's proposal for 2012. The Congress will have its own contest to settle. Commissioners Banks and Rumbaugh and I were in the capital in March trying to understand what we might expect. For my part, it was not too illuminating. It will be some time before the matter clarifies in a way that would allow us to project the effect on THA

2. THA'S EDUCATION PROJECT

Nancy Vignec's report confirmed the very good news that the Gates Foundation has granted THA a three year grant of \$450,000 for our Education Project! This is a pleasing result of several years of very good work and advocacy by many people. I especially note the efforts of Nancy Vignec, Michael Power and Commissioner Miller.

We sent the Commissioners an invitation to a press conference on April 21st that we will help to host at McCarver Elementary School. The purpose of the press conference is to share this news and to publicly launch our McCarver Initiative. Mayor Strickland, Superintendent Jarvis, Gates Foundation officials and others will speak. It should be a good day for THA, for McCarver and its staff and families, and for Tacoma.