



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS

BOARD PACKET

May 25, 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, May 25, 2011

The Board of Commissioners of the Housing Authority of the City of Tacoma will hold their Regular Meeting **Wednesday, May 25, 2011 at 4:00 p.m.**

The meeting will be held at:

**902 South L Street
Tacoma, WA 98405**

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, May 20, 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
MAY 25, 2011, 4:00 PM
902 South L Street**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING**
 - 3.1 Minutes of April 27, 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
 - 6.5 Human Resources
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
 - 8.1 THA Resolution 2011-5-25 (1), Phase 3 Renovations at Two Facilities**
 - 8.2 THA Resolution 2011-5-25 (2), Authorizing the Execution and Delivery of a Second Supplemental Trust Indenture with respect to the Authority's Infrastructure Improvement Revenue Bonds, Series 2008.**
- 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, 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	Absent
Arthur C. Banks, Chair Janis Flauding, Vice Chair	
Stanley Rumbaugh, Commissioner (arrived at 4:15 PM)	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

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 \$3,777,147 for the month of April, 2011.

Approved: May 25, 2011

Dr. Arthur C. Banks, Chairman

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

Bank	Check Numbers		Amount	Totals
	From	To		
HERITAGE BANK				
A/P Checking Account				
Low Rent Module Checks	Check #'s	2,141	2,146	1,387
Accounts Payable Checks	Check #'s	72,969	73,217	
Central Office Cost Center			217,522	Program Support
Moving To Work Support Center			74,990	
Tax Credit Program Support Center			741	
Section 8 Programs			31,548	Section 8 Operations
SF Non-Assisted Housing - N. Shirley			32	Local Funds
SF Non-Assist Housing - 9SF Homes			10,901	
Stewart Court			6,847	
Wedgewood			182	
Salishan 7			28,734	
Tacoma Housing Development Group			876	
Salishan Program Income			2,014	Development
Salishan Area 3			8,423	
NSP Grant			17,568	
Development Activity			7,570	
Salishan Area 2B-Dev			5,809	
Hillside Terrace H6 Predevelopment			9,707	Community Service
Bea's Fund			169	
CTED - IDA			7,320	
Community Services General Fund			348	
Chef Grant			400	
Gates Ed Grant			1,356	
2007 ROSS Fam H.O.			9,383	
2008 ROSS Svc Coord			985	
2011 WFF			306	Public Housing
AMP 1 - No K, So M, No G			36,707	
AMP 2 - Fawcett, Wright, 6th Ave			23,005	
AMP 3 - Lawrence, Orchard, Stevens			50,186	
AMP 4 - Hillside Terr - 1800/2500			25,023	
AMP 6 - Scattered Sites			6,146	
AMP 7 - HT 1 - Subsidy			6,190	
AMP 8 - HT 2 - Subsidy			2,280	
AMP 9 - HT 1500 - Subsidy			962	
AMP 10 - SAL 1 - Subsidy			10,624	
AMP 11 - SAL 2 - Subsidy			8,904	
AMP 12 - SAL 3 - Subsidy			3,989	
AMP 13 - SAL 4 - Subsidy			11,338	
AMP 14 - SAL 5 - Subsidy			12,207	
AMP 15 - SAL 6 - Subsidy			11,603	
Allocation Fund			37,459	Allocations-All Programs
THA SUBTOTAL			691,741	
Hillside Terrace 1 through 1500			1,491	Tax Credit Projects - billable
Salishan I - through Salishan 6			4,546	
Salishan Association - Operations			207	
TAX CREDIT SUBTOTAL (Operations - billable)			6,244	697,985.00
Section 8 Checking Account (HAP Payments)				
SRO/HCV/TBRA/VASH/FUP	Check #'s	454,758	455,945	1,102,435
	ACH	22,001	22,963	1,554,843
				\$ 2,657,278
US BANK				
Payroll & Payroll Fees - ADP				\$ 421,885
TOTAL DISBURSEMENTS				\$ 3,777,147



TACOMA HOUSING AUTHORITY

Date: May 25, 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 April, 2011 disbursement report for your approval.

The Finance Department is submitting the financial statement for the month of March, 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 I will address below, but am not seeing any area of concerns that need to be addressed at this time. A few of the categories have started to deviate more than normal due to Salishan 7 lease-up which started the end of October. Full lease up was completed the end of March, with operational expenses coming on line January 1st. Also, the Local Asset Management Plan will affect the Management Fee and Rental Income areas. The affected areas with large deviations will be addressed in the June 10 Budget Revision study session.

- Line 1 – Tenant Revenue- Dwelling rent – The increase in rent will continue as now that Salishan 7 units are 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 – The majority of the operating revenue from Capital fund has been drawn down. The remaining \$83,000 in ARRA administration was recently drawn down. Operational revenue for CFP10 draws will be deferred until 2012 to address possible HUD shortfalls for that Calendar 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 revision/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 – More funds had been expended from ROSS grants than budgeted. This is not a concern as it is reimbursed through the grant.
- 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 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 \$605,215 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 .15%.

3. INFORMATION TECHNOLOGY/SOFTWARE ACTIVITIES

The Moving to Work Ad-on module programming has been completed as well as the VisualHOMES software customization to perform rent calculations in accordance with our moving to work initiatives. The testing and implementation are temporarily on hold while our rent reform activities are being reviewed.

SharePoint deployment continues to move forward with the continuing deployment of intranet sites containing additional agency and staff information. As mentioned in previous reports, SharePoint provides a highly functional information platform for staff to access information related to their daily tasks and agency information.

An In-House developed Vacant Unit Application has been installed on our intranet to allow staff easy access to unit vacancy status and information.

The in-house developed Tenant Adjustment Application moved from testing to production and is being utilized by our Tax Credit staff.

An Agency Subject Matter Experts database is being developed and will be populated over the next couple of months.

A New Help Desk System and VisualHOMES Work Order/Inspection module upgrades will be implemented in the June/July time frame.

Significant Software and Hardware Initiatives Underway

- Planning for S8Tran08 Upgrade – On Hold
- Planning for LRTran07 Upgrade – On Hold
- Analysis and Review of Tax Credit Upgrade Module – VisualHOMES
- I.T. Disaster Recovery Project Planning – In Progress
- MTW Software Module Data Conversion and Testing – Jan thru Jun
- PIC 50058 Testing – April - June
- THA Tenant Adjustment Application Development and Testing – Completed
- Vacate Unit Application - Completed
- MTW Baseline Data Extractions – July 2010 to June 2011
- SharePoint Implementation Training, Planning and Deployment – 2010/11
- Network Upgrade – 2011
- Agency Subject Matter Experts Database Development – May to September
- Document Management Project Kickoff – July
- ISY
 - ISYS Upgrade, Training and Implementation – April to August

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 99.67% for Public Housing and 99.26% 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 in 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 are also working on an RFP for an Asset Management consultant to review our current systems and assist us in the design of future enhancements.

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

We are in the final stages of revising the 2011 budget to accommodate the 18 month fiscal year. The study session where the revision will be submitted to the Board for review and approval will be on June 10th.

**TACOMA HOUSING AUTHORITY
AGENCY WIDE**

		March, 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	306,370	2,272,732	1,889,935	20.25%	3,030,309	2,519,913	20.25%
2	Tenant Revenue - Other	5,544	52,854	33,000	60.16%	65,472	44,000	48.80%
3	HUD grant - Section 8 HAP reimbursemen	2,620,822	23,700,878	24,005,636	-1.27%	31,601,171	32,007,514	-1.27%
4	HUD grant - Section 8 Admin fee earned	212,165	1,991,954	1,981,698	0.52%	2,505,939	2,642,264	-5.16%
5	HUD grant - Public Housing subsidy	173,745	1,783,480	1,709,776	4.31%	2,277,973	2,279,701	-0.08%
6	HUD grant - Community Services/HOPE	28,454	321,006	319,471	0.48%	408,008	425,961	-4.21%
7	HUD grant - Capital Fund Operating Reve	0	640,918	592,694	8.14%	754,557	790,259	-4.52%
8	Management Fee Income	258,445	1,921,010	1,686,670	13.89%	2,561,347	2,248,893	13.89%
9	Fee For Service Income	283	34,531	60,447	-42.87%	34,531	80,596	-57.16%
10	Other Government grants	1,474	314,003	239,904	30.89%	328,671	319,872	2.75%
11	Investment income	5,530	45,105	40,125	12.41%	60,140	53,500	12.41%
12	Fraud Recovery Income - Sec 8	7,641	33,366	23,531	41.79%	44,488	31,375	41.79%
13	Other Revenue- Developer Fee Income	0	500,492	1,882,243	-73.41%	2,509,657	2,509,657	0.00%
14	Other Revenue	10,360	421,654	488,549	-13.69%	562,205	651,398	-13.69%
15	TOTAL OPERATING RECEIPTS	3,630,833	34,033,983	34,953,677	-2.63%	46,744,468	46,604,903	0.30%
	OPERATING EXPENDITURES							
	<i>Administrative Expenses</i>							
16	Administrative Salaries	279,381	2,472,793	2,597,328	-4.79%	3,493,822	3,463,104	0.89%
17	Administrative Personnel - Benefits	113,400	960,961	1,038,564	-7.47%	1,331,281	1,384,752	-3.86%
18	Accounting & Audit Fees	4,716	74,599	56,625	31.74%	75,500	75,500	0.00%
19	Management Fees	191,263	1,447,785	1,446,367	0.10%	2,080,380	1,928,489	7.88%
20	Rent	20,775	142,713	120,581	18.35%	208,284	160,774	29.55%
21	Advertising	0	1,479	9,413	-84.29%	6,972	12,550	-44.45%
22	Data Processing Expenses	9,709	144,514	228,446	-36.74%	272,685	304,595	-10.48%
23	Office Supplies	6,139	42,866	73,050	-41.32%	67,155	97,400	-31.05%
24	Publications & Memberships	263	35,437	33,656	5.29%	47,249	44,875	5.29%
25	Telephone	6,957	64,585	66,825	-3.35%	86,113	89,100	-3.35%
26	Postage	2,685	29,719	35,738	-16.84%	39,625	47,650	-16.84%
27	Leased Equipment & Repairs	14,485	42,395	54,116	-21.66%	66,527	72,155	-7.80%
28	Office Equipment Expensed	9,345	28,345	45,000	-37.01%	55,000	60,000	-8.33%
29	Legal	1,659	22,080	89,625	-75.36%	49,440	119,500	-58.63%
30	Local Milage	489	3,664	12,293	-70.19%	12,885	16,390	-21.38%
31	Staff Training/Out of Town travel	15,517	56,501	135,034	-58.16%	150,335	180,045	-16.50%
32	Contract Services	44,082	213,512	289,763	-26.31%	384,683	386,350	-0.43%
33	Other administrative expenses	11,101	83,639	67,096	24.66%	111,519	89,461	24.66%
34	Due diligence - Development projects	0	0	37,500	-100.00%	60,000	50,000	20.00%
35	Contingency	0	0	1,875	-100.00%	0	2,500	-100.00%
36	Total Administrative Expenses	731,966	5,867,587	6,438,893	-8.87%	8,599,455	8,585,190	0.17%

		March, 2011				Thru 06/30/2011		
		CURRENT MTH ACTUAL	YEAR TO DATE ACTUAL	BUDGETED	VARIANCE	PROJECTED ACTUAL	BUDGETED	VARIANCE
	Tenant Service							
37	Tenant Service - Salaries	52,514	463,398	444,170	4.33%	634,124	592,226	7.07%
38	Tenant Service Personnel - Benefits	21,200	188,562	170,913	10.33%	251,416	227,884	10.33%
39	Relocation Costs	1,461	4,870	27,375	-82.21%	4,870	36,500	-86.66%
40	Tenant Service - Other	13,385	138,342	104,475	32.42%	184,456	139,300	32.42%
41	Total Tenant Services	88,560	795,172	746,933	6.46%	1,074,866	995,910	7.93%
	Project Utilities							
42	Water	14,057	79,217	66,845	18.51%	105,623	89,126	18.51%
43	Electricity	19,403	150,312	137,691	9.17%	200,416	183,588	9.17%
44	Gas	9,318	48,824	46,025	6.08%	65,099	61,367	6.08%
45	Sewer	41,012	249,047	210,303	18.42%	332,063	280,404	18.42%
46	Total Project Utilities	83,790	527,400	460,864	14.44%	703,200	614,485	14.44%
	Ordinary Maintenance & Operations							
47	Maintenance Salaries	44,826	428,664	432,137	-0.80%	586,593	576,182	1.81%
48	Maintenance Personnel - Benefits	12,066	121,248	122,206	-0.78%	161,664	162,941	-0.78%
49	Maintenance Materials	16,840	121,604	131,400	-7.46%	162,139	175,200	-7.46%
50	Contract Maintenance	62,176	486,505	544,050	-10.58%	698,673	725,400	-3.68%
51	Total Routine Maintenance	135,908	1,158,021	1,229,792	-5.84%	1,609,069	1,639,723	-1.87%
	General Expenses							
52	Protective Services	7,342	102,415	90,300	13.42%	136,553	120,400	13.42%
53	Insurance	13,959	129,054	147,044	-12.23%	192,072	196,059	-2.03%
54	Other General Expense	76,468	642,895	652,734	-1.51%	857,193	870,312	-1.51%
55	Payment in Lieu of Taxes	1,199	10,789	11,132	-3.08%	14,385	14,843	-3.08%
56	Bad Debt - Tenant Rents	0	10,696	19,875	-46.18%	26,500	26,500	0.00%
57	Interest Expense	0	449,683	497,918	-9.69%	599,577	663,890	-9.69%
58	Total General Expenses	98,968	1,345,532	1,419,003	-5.18%	1,826,281	1,892,004	-3.47%
59	TOTAL OPERATING EXPENSES	\$ 1,139,192	\$ 9,693,712	\$ 10,295,484		\$ 13,812,871	\$ 13,727,312	
	Nonroutine Expenditures							
60	Ext. Maint/Fac Imp/Gain/Loss Prop Sale	0	26,268	75,000	-64.98%	85,024	100,000	-14.98%
61	Casualty Losses	22,532	39,470	0		39,470	0	
62	Sec 8 HAP Payments	2,589,526	22,919,536	23,627,966	-3.00%	31,009,381	31,503,954	-1.57%
63	Total Nonroutine Expenditures	2,612,058	22,985,274	23,702,966	-3.03%	31,133,875	31,603,954	-1.49%
64	TOTAL EXPENDITURES	3,751,250	32,678,986	33,998,450	-3.88%	44,946,746	45,331,266	-0.85%
65	OPERATING SURPLUS/(DEFICIT)	(120,417)	1,354,997	955,228	41.85%	1,797,722	1,273,637	41.15%
	Reserve/Capital Affecting Operations							
66	THA transfer to development projects	0	(489,392)	(1,165,670)	-58.02%	(1,554,226)	(1,554,226)	0.00%
67	Reserve Appropriations	0	361,719	219,250	64.98%	361,719	292,333	23.74%
68	THA SURPLUS/(DEFICIT)	(120,417)	1,227,324	8,808		605,215	11,744	

TACOMA HOUSING AUTHORITY

CASH POSITION - April, 2011

Account Name	Current Balance	Interest
HERITAGE BANK		
Accounts Payable	\$ 4,564,097	0.510%
Section 8 Checking	3,485,901	0.510%
THA Investment Pool	284	0.510%
THA LIPH Security Deposits	105,308	0.510%
THDG - Tacoma Housing Development Group	44,415	0.510%
LF - Windstar	301	0.510%
LF - Stewart Court	126,475	0.510%
LF - Stewart Ct Security Deposit Account	13,916	0.510%
LF - SF 9Homes Alaska	202,219	0.510%
LF - SF 9Homes Alaska Sec Dep Acct	6,634	0.510%
LF - SFH No. Shirley	3,942	0.510%
LF - SFH N Shirley Security Deposit Acct	1,004	0.510%
LF - Wedgewood Homes	254,365	0.510%
LF - Wedgewood Homes Security Deposit Acct	16,089	0.510%
General Fund Money Market	3,501,404	0.510%
KEY BANK		
LF - Salishan 7	382,860	0.000%
LF - Salishan 7 Security Deposit Acct	24,358	0.000%
WASHINGTON STATE		
Investment Pool	\$ 1,268,856	0.240%
US BANK		
Payroll Account	\$ 5,380	
CHASE		
IDA Account	62,406	0.01%
TOTAL THA CASH BALANCE	\$ 14,070,212	
Less:		
<i>MTW:</i>		
MTW Reserves	\$ 5,348,448	
<i>Other Restrictions:</i>		
FSS Escrows	210,295	
VASH & FUP Operating Reserves	629,355	
Mod Rehab Operating Reserves	39,861	
Security Deposit Accounts	148,786	
Salishan Sound Families - 608	208,250	
IDA Accounts - 604,605,611	62,406	
THDG - 048	44,415	
<i>Total - Other Restrictions</i>	\$ 1,343,368	
<i>Agency Liabilities:</i>		
Windstar Loan - 042	330,211	
Citibank Loan for Area 3 - Guarantee (Current)	2,661,384	
Additional Reserve Set Aside for Area 3 Loss on sales	2,400,000	
<i>Total - Agency Liabilities</i>	\$ 5,391,595	
<i>THA Designated Reserve for Development:</i>	\$ 553,842	
Total Restrictions	\$ 12,637,252	
THA UNENCUMBERED CASH	\$ 1,432,960	
Agency Current Commitments:		
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: May 25, 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	14	580	97.6%	97.9%
Tax Credit Units	690	3	687	99.6%	96.8%
Local fund units	69	4	65	94.2%	94.3%
All Total	1,353	21	1,318	96.2%	96.3%

1.1.3. Vacant Unit Turn:

The following page includes a table with all of the units turned calendar year to date (January-April 2011). The average unit turn through the month of April is 91 days. AMP 6 had several units that were vacated in the months of February – April. These are large homes with 4 and 5 bedrooms. There is 1 maintenance staff assigned to this AMP and delays were caused in turning these units in the appropriate time frame. Temp Painters were brought in to complete these units and the repairs will be done as well to reduce the days. THA has arranged with Local unions to have temporary staff on standby for when we will need assistance in turning multiple units that become vacant in the same time period.

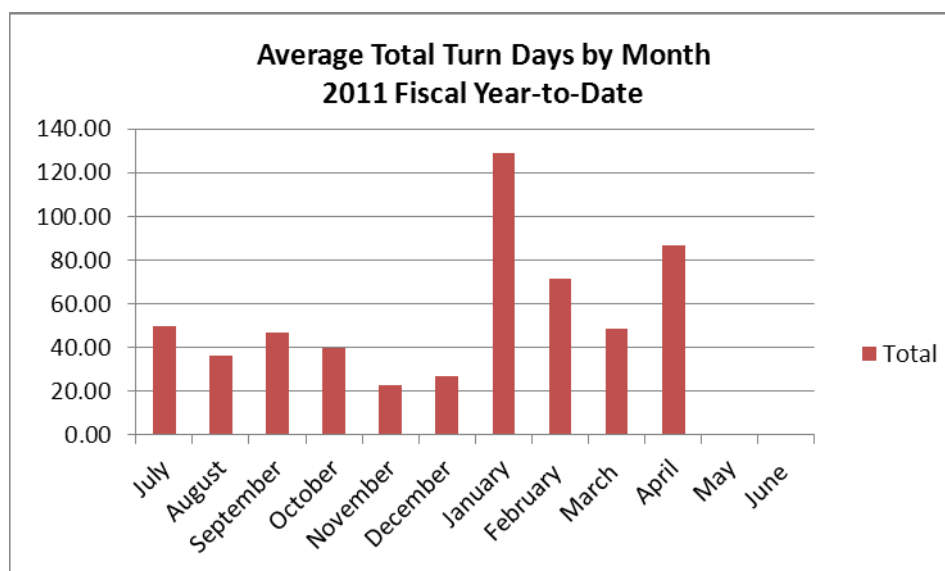
May 2011 Board of Commissioners Meeting
REAL ESTATE MANAGEMENT and HOUSING SERVICES DEPARTMENT MONTHLY
REPORT
Page 2

Calendar Year to Date through the end of April, 2011

Page 1 of 1

AMP	Units Turned	Avg Turn Days	Units Currenty Vacant	Avg # Days Vacant
Amp 1 (G St, K St, M St)	7	18.3	0	0.0
Amp 2 (6th Ave, Fawcett, Wright)	5	28.4	0	0.0
Amp 3 (Bergerson, Dixon, Ludwig)	9	30.6	3	21.0
Amp 4 (Old Hillside Terrace)	11	40.8	3	48.0
Amp 6 (PH Scattered Sites)	2	57.5	5	34.2
Hillside Terrace Tax Credit	7	102.1	1	88.0
Salishan Tax Credit	41	142.0	1	5.0
Local Fund (Stewart, Market Rate Homes)	5	47.8	2	151.0
Agency Summary	87	91	15	52

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



Below is a table with the list of the current portfolio-wide vacancies as of May 16, 2011.

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

AMP	Project	Unit Nbr	Address	Apt Nbr	Unit Status	Vacate Date	Days Vacant	Maint Turn Date	Applicant Ready Date	Site Note	Leasing Note
06	022	01466	1818 S. 92ND ST		Repair-Make Ready	1/31/2011	105			<u>N</u>	<u>N</u>
MR	044	01211	1211 S TRAFTON		Repair-Make Ready	11/17/2010	180			<u>N</u>	<u>N</u>
MR	044	01118	1118 SOUTH SHERIDAN		Repair-Make Ready	12/13/2010	154			<u>N</u>	<u>N</u>
09	032	T6571	1507 South G St	177	Vacant	2/1/2011	104			<u>N</u>	<u>N</u>
06	024	01483	635 S. FIFE ST		Repair-Make Ready	3/28/2011	49			<u>N</u>	<u>N</u>
03	023	01511	5435 SOUTH STEVENS		Vacant	4/11/2011	35			<u>N</u>	<u>N</u>
06	025	01524	3005 SOUTH 13TH STREET		Repair-Make Ready	4/12/2011	34			<u>N</u>	<u>N</u>
06	024	01480	3417 SOUTH 12TH STREET		Repair-Make Ready	4/14/2011	32			<u>N</u>	<u>N</u>
06	025	01523	4033 EAST J STREET		Repair-Make Ready	4/15/2011	31			<u>N</u>	<u>N</u>
12	33S	08093	4367 SALISHAN BLVD		Vacant	4/25/2011	21			<u>N</u>	<u>N</u>
04	018	01257	2530 COURT G	36	Repair-Make Ready	4/4/2011	42			<u>N</u>	<u>N</u>
04	018	01211	2547 S YAKIMA AVE	9	Repair-Make Ready	5/13/2011	3			<u>N</u>	<u>N</u>
04	018	01259	2530 COURT G	38	Downtime	5/16/2011	0			<u>N</u>	<u>N</u>
08	029	01551	2324 South G Street	193	Repair-Make Ready	5/3/2011	13			<u>N</u>	<u>N</u>
Average Days Vacant							57.4				

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 April 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)								
Emergency					Non Emergency			
April 2011					FYTD			
AMP # *	# 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	2	100%	24	100%	25	.52	320	4.08
AMP 2	3	100%	23	100%	19	1.63	413	6.68
AMP 3	6	100%	66	98.5%	38	5.74	543	7.04
AMP 4	2	100%	62	98.4%	27	12.85	229	8.62
AMP 6	2	100%	34	97.1%	15	13.00	119	5.18

May 2011 Board of Commissioners Meeting
REAL ESTATE MANAGEMENT and HOUSING SERVICES DEPARTMENT MONTHLY
REPORT
Page 4

WORK ORDER COMPLETION REPORT (PHAS/MASS #4)								
	Emergency				Non Emergency			
	April 2011		FYTD		April 2011		FYTD	
AMP 7	0	100%	1	100%	1	33.00	24	8.29
AMP 8	0	0%	0	0%	0	0	16	31.56
AMP 9	0	0%	0	0%	0	0	1	56.00
AMP 10	0	0%	2	100%	9	55.56	96	23.69
AMP 11	0	0%	9	100%	23	47.43	142	29.63
AMP 12	0	0%	5	100%	8	27.63	90	29.61
AMP 13	0	0%	6	100%	8	60.63	96	29.09
AMP 14	0	0%	1	100%	24	44.08	155	23.55
AMP 15	0	0%	3	100%	11	79.91	98	20.46
Non-AMP	0	100%	8	100%	12	.08	133	3.92
TOTALS	15	100%	244	98.8%	220	23.05	2,476	11.86

Outstanding Work Orders Table:

Outstanding Work Orders as of April 2011			
AMP #	Open Non-Emergency	<25 Days open	>25 Days open
AMP 1	15	13	2
AMP 2	2	2	0
AMP 3	10	8	2
AMP 4	9	7	2
AMP 6	10	7	3
AMP 7	1	0	1
AMP 8	1	0	1
AMP 9	0	0	0
AMP 10	9	6	3
AMP 11	11	6	5
AMP 12	5	4	1
AMP 13	8	0	8
AMP 14	8	2	6
AMP 15	7	3	4
Non-AMP	3	1	2
TOTALS	99	59	40

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 99.26%. 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 99.9% for the month of April 2011 and 100.3% for calendar year to date. Budget utilization is reported at 100.4% for the month and 99.1% for calendar year to date.

4. MOVING TO WORK UPDATE

THA has an approved Moving to Work (MTW) Plan that outlines twelve (12) innovative and ambitious activities to be completed during the 2011 calendar year. We are also in the middle of implementing new occupancy standards for a large percentage of our Housing Choice Voucher (HCV) participants. In addition, THA is re-writing and implementing new policy documents for the Rental Assistance and Public Housing divisions. These documents are a new Administrative Plan and Admissions and Continued Occupancy Policy (ACOP). Full policy revision will result in new process mapping and revised workflow methods that will inform the desk manual project that is also a priority for the agency.

The current schedule calls for us to "go live" with all of these activities between July and November 2011. Based on feedback from the staff, comments from a resident focus group, and information received at the Regional MTW Conference, I am recommending that we move to simplify our proposed rent reform even further. I am also proposing a revision to our MTW

implementation timeline for the rent reform activities to allow us to track data on a calendar year basis. Below is a table showing THA's approved MTW activities and my proposed revisions:

Activity #	Activity Name	Original Planned Implementation Date	Proposed Implementation Date
1	Extend Allowable Tenant Absence from Unit for Active Duty Soldiers	7/1/11	7/1/11
2	McCarver Elementary School Project: Housing and Education	7/1/11	7/1/11
3	Local Project-based Voucher Program	7/1/11	9/1/11
4	Allow Transfers Between Public Housing and Voucher Programs	7/1/11	9/1/11
5	Local Policies for Elderly/Disabled Households	7/1/11	1/1/12*
6	Local Policies for Work-Able Households	7/1/11	1/1/12*
7	Create a Pilot of Two Alternate Rent Formula	11/1/11	Do not implement pilot choices
Rent Alternate 7.1	Offer fixed rent as an option in Housing Choice Voucher and income-based flat rent in the Public Housing Program	11/1/11	Do not implement
Rent Alternate 7.2	Tiered rent model	11/1/11	1/1/12*
8	Local Income and Asset Policies	7/1/11	9/1/11
9	Local Interim and Verification Processing Policies	7/1/11	9/1/11
10	Modified Housing Choice Voucher inspection process	7/1/11	9/1/11

Activity #	Activity Name	Original Planned Implementation Date	Proposed Implementation Date
11	Special Program Vouchers	7/1/11	9/1/11
12	Simplified Utility Allowances	7/1/11	1/1/12

The activities with an asterisks (*) will be combined to create one rent reform activity that will apply to all households. This rent reform will utilize a tiered rent table. The main points of this single activity include:

- Eliminate work-able pilot models
- Elderly and work-able designations will still exist, but in years 1-2 the rent calculations will be the same
- \$25 minimum rent (no more utility reimbursement payments); the minimum rent will escalate to \$50+ in later years for the work-able population
- Eliminate minimum rent distinction across 1 WA and 2+ WA member work-able HHs
- Apply a 28.5% total tenant payment (TTP) calculation within the table
- Utilize income bands from previous tiered rent model
- Both populations to be on tiered rents
- Tiered rents will utilize either a 1 UA schedule for all, or a 1 UA schedule for UA>\$0 HHs
- Eliminate medical allowance for working households
- Eliminate dependent and eld/dis deductions
- Implement medical allowance bands starting at \$2500 (for eligible elderly/disabled HHs)
- Keep childcare allowance
- All MTW households will be on biennial recertifications
- This activity will not apply to THA's tax credit properties

5. UPDATE FROM PREVIOUS BOARD MEETING:

Staff has been in contact with the applicant who attended the last Board meeting.

REAL ESTATE

DEVELOPMENT



TACOMA HOUSING AUTHORITY

DATE: May 25, 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.

In addition, THA staff developed a survey that is being distributed through the schools, churches and the community at large. Staff will consider the community feedback in conjunction with the above input. The survey was distributed in English and was translated in to Korean, Vietnamese, Cambodian, Spanish and Russian. In addition, it is available on Survey Monkey.

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. All reporting to the city has been favorable and with the seasonal improvements in weather, no erosion concerns are expected from this time on.

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

1.1.5 18 Market Rate Rentals (Area 2B): Staff is preparing a draft budget and schedule to determine how quickly we will be able to develop these units.

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 would be available. 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. On May 9, 2011 THA was notified that we are preliminarily invited to submit a second round application. Of the 148 original stage 1 applicants 79 are invited to submit a round 2 application. The final Stage 2 invitation list will not be finalized until a capital budget is passed by the Legislature and the actual HTF appropriation is known. Stage 2 applications will be due in late July 2011.

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. Staff has been notified to provide a presentation of the project on May 26, 2011 to TCRA.

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 in the planning stages for preparing a Demolition/Disposition application to HUD. This process coincides with TCRA's request to begin relocation notices and meetings with residents as part of their threshold requirements for funding approval. Per their requirements, initial general information notices must be submitted to residents by June 7, 2011.

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

3.1 Capital Fund Construction:

3.1.1

The Casey Group Architects completed the construction plans and specs for Ludwig and Fawcett re-siding and window replacement, and attic insulation upgrades at North K and North G. Copies were made available to 13 plan centers and all bidders April 27th. Pre-bid meetings are scheduled for May 9th and bids are due May 20th. The contract is slated for awarded May 27th and construction is anticipated to begin June 1st. THA Staff have budgeted approximately \$1.2M in capital funds for these projects.

3.1.2 RED and Property Management Staff completed site visits to all of the scattered sites and confirmed the needs assessments. RED staff completed the cost estimates of the needs assessments for THA's 34 public housing scattered site units. Property Management and Real Estate Development Department staff will meet in June to determine final selections and then construction documents will be published for bid.

3.1.3. Staff continues to work with the City of Tacoma concerning the landscaping plans at the 902 L Street parking lots. Bid documents are on hold until plans are approved by the City of Tacoma. Work will be completed this summer.

3.1.4. RED staff working together with Property Management staff, are in the process of, or have completed assembling bid specs and plans for misc. projects including; Water damage at Bergerson Terrace and a ADA accessible ramp at Hillside Terrace.

3.2 ARRA Construction

3.2.1 Final Closeout: Staff is working on grant closeout. 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 recently added 5806 S Cheyenne and 6636 S Lawrence to the MLS. Both houses are ready for re-sale and listed on the MLS. There is still some money available to buy additional houses. Staff is working with the realtor to identify appropriate purchases.

4. OTHER PROJECTS

THA Administrative Office Space –Buffalo Design presented conceptual drawings for the master plan for the 902 S. L Street Building. Staff and the Buffalo are refining the concepts and a final concept will be determined by the end of May.

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.
- 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.
- 5.4 ***Other multifamily opportunities:*** Staff is currently looking at potential acquisitions. This exercise will assist with determining goals for an overall strategy for acquisitions. The timing for this is good as the market is ripe due to low pricing.

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 May 3, 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: May 25, 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 April and for the calendar year 2011.

1.1 Employment

Activities	Month	YTD	Annual Goal	% of Goal
Clients referred for employment services	12	70	120	58%
Clients participated in employment services	8	42	90	47%
Clients enrolled in employment readiness soft skills workshops	0	17	60	28%
Clients completed employment readiness soft skills workshops	0	9	50	18%
Enrolled in job readiness training	0	1	6	17%
Job placement	4	9	30	30%
Entered Apprenticeship	0	0	2	0%
Earned income increased	4	9	30	30%

Staff completed four new job placements this month for THA residents. This is an increase from two last month. Our residents accepted employment as: IT Technician, Food Service Worker, Childcare Worker and Janitor.

We did not offer employment workshops this month we because we anticipated low attendance during spring break. Instead, we offered one-on-one interview coaching for three participants.

1.2 Education

Bates continues to offer GED classes at the FIC. Standard class size is 18. During the month of April, 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	108	115	161	71%
Graduates	1	3	8	38%
Removed/Voluntarily Withdrawn	0	4	n/a	n/a
New Contracts Signed	5	11	58	19%
Escrow Balance	\$262,028.72			

1.4 Life Skills and Parenting Classes

THA's Education Program Manager arranged for a counselor from Lister elementary to offer parenting classes at the FIC. The classes are conducted in English and Spanish. They will be offered once a week through the end of the school year.

THA entered into a contract with Exodus Housing for the Family Renewal and Empowerment Program. This Program consists of interactive, educational and developmentally appropriate training for parents and their children who have experienced domestic violence and unhealthy family relationships. The first session started on May 11 and will run for six weeks. THA also entered into contract negotiations with Bates Technical College for parenting classes for our FIT families. Projected start date for these classes is June, 2011.

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.

During the month of April, South Sound Outreach began to provide credit counseling services on-site at the FIC. Participants completed a six-week series of financial literacy classes.

Activities	Month	YTD	Annual Goal	% of Goal
Financial Literacy Enrollment	17	44	120	37%
Financial Literacy Completion	5	17	95	18%
Credit Counseling Enrollment	5	5	15	33%
Credit Counseling Completion	1	1	8	13%
Homeownership Counseling	3	13	20	65%
Individual Development Account Participants	7	30	10	300%
Qualified Withdrawals	0	3	10	30%
Home Purchase	0	2	10	20%
Other Asset Purchases	0	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	208	534	200	267%
VITA Tax Returns for THA clients	26	42	75	56%
EITC Received (PH only)	1	9	85	11%

THA AmeriCorps have used the community rooms and computer labs at Bergerson, Dixon and Hillside as a focal point for planning activities at these communities. For example:

- Drafting a plan with residents for a community garden at Hillside Terrace;
- Improving the resources for children at the labs by having free books available, providing educational toys and games for younger children; and
- Upgrading the labs with four computers donated by Tacoma Public Schools.

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 completed its contract with Northwest Leadership Foundation (NLF) for an after school tutoring program at Lister Elementary school. NLF reported 30 public housing youth were enrolled in the youth tutoring program.

Activities	Month	YTD	Annual Goal	% of Goal
Youth tutoring	30	30	35	86%
80% or better on computer skills post-test	21	21	25	84%
GPA improved .5 or more	7	7	15	47%
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. He completed 154 client contacts (96 unduplicated) in the month of April.

In April, he referred residents to the following services:

- United Way – 1 Resident

- DSHS, Home and Community Services – 1 Resident
- Assurance Federal Phone Program – 1 Resident

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, Elderly/Disabled Services 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 to clients. There were 22 unduplicated home visits. 20 residents received 1:1 situational and wellness counseling. 7 residents received assistance with entitlement correspondence.

Activities	Month	YTD	Annual Goal	% of Goal
Unduplicated client contacts	96	181	260	70%
Referrals	3	12	50	24%
Unduplicated situation/wellness counseling	20	45	140	32%
Assistance with correspondence for Entitlement Programs	7	12	40	30%

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	5	8	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. MURAL FOR BERGERSON TERRACE

The Tacoma City Arts Commission awarded THA a grant to paint a mural on the concrete wall in the play area at Bergerson Terrace. The Arts Commission will fund only two mural projects this year, and we got one of them. THA's AmeriCorps members Sergio Beltran and Alex Southworth worked on the mural plans and the grant application throughout the past nine months. The AmeriCorps continually connected with the Bergerson community to design a plan that reflected community residents' wishes.

This grant involves these steps:

- In May and June, the City will have a lead muralist train others to paint public murals.
- In July, the lead muralist will work with THA, the AmeriCorps and the residents at Bergerson to design the mural. The muralist will develop a proposal for the design which THA can approve or suggest changes.
- Later in July or in August the mural will be painted. The grant will cover all of the costs.

3. SUMMER ACTIVITIES

This summer THA will host a free lunch program for children at Salishan, Bergerson Terrace, and Hillside Terrace. The lunches are provided by The Food Connection program of St. Leo's Hospital. Children will be able to get a free brown bag lunch every weekday during the school summer vacation. We are coordinating with the Salishan Community Association and community volunteers to build on the lunch program by providing learning and creative opportunities for children in Salishan. For example, Tacoma Public Library has agreed to bring their Summer Reading Program to Salishan one or two days per week throughout the summer.

HUMAN RESOURCES



TACOMA HOUSING AUTHORITY

DATE: May 25, 2011

TO: THA Board of Commissioners

FROM: Barbara Tanbara
Human Resources Director

RE: Human Resources Board Report

1. LABOR RELATIONS

We plan to begin bargaining for our Pierce County, Washington Building & Construction Trades Council collective bargaining agreement by the first of June. Due to the information we have received on the 2011 HUD budget, we have delayed commencing bargaining until we have a better idea of the financial impact of the new budget on THA's ability to consider salary increases for the year. Our present contract expires on May 31, 2011.

2. BENEFITS

We have hired our new employee benefits brokers, Albers & Company, a company based here in Tacoma. We will begin our planning meetings with them this month. With the assistance of our unions and our agency Benefit Committee, we will create an agency wide benefit mission statement, set goals, and do strategic planning for the next 2-3 years. Our goals will likely be to retain our strong overall benefit package while containing costs for both the agency and employees wherever possible.

3. EMPLOYEE RELATIONS

3.1. All-Staff Retreat

Christine Wilson and I are working with our All-Staff Retreat Committee to create a fun and inspiring all-staff retreat this year. It will be held on Wednesday, June 8 from 8 am to 2 pm at Cheney Stadium. With a baseball-inspired theme, we will celebrate our wins from the previous year and look forward to our new year as an MTW agency. We will also review our accomplishments since our last retreat where we set SMART goals in response to the challenges found from our 2010 Employee Opinion Survey results. We want to celebrate those who worked to make THA a better place to work.

Each year we work to make sure these retreats are enjoyable and informative. Our employees can spend time with each other, spend some time learning, renew their commitment to our agency and clients, and have some fun. Board members are always welcome to attend; please coordinate through Christine if you plan to attend so that she can ensure we have no more than 2 board members there at the same time without publicly noticing our retreat.

3.2. Grievances and Complaints

For CYTD 2011, we have no City of Tacoma Human Rights/EEOC complaints and no lawsuits. We settled our first OPEIU grievance regarding our Site Assistants. We worked with our managers and employees and made changes to ensure that our Site Assistants were performing work within their job description. We edited the Site Assistant job description to follow those decisions. We also set out clear, written guidelines for how the work is distributed in our AMP's between the Site Manager and Site Assistant(s) so that we could ensure consistency among AMP's.

3.3. THA Employee Newsletter

Our Employee Newsletter came out in May and the next one will be published in August.

4. STAFFING

4.1. THA Recruitment/Turnover Report

Attached is our 2011 four-month Recruitment and Turnover Report. THA continues to trend lower in turnover and we are focusing on how to keep it below 10% for 2011. Below is a chart which shows our progress over the last several years and compares our turnover to other HA's. We are looking a lot better this year.

THA Employee Turnover compared to other HA's					
Year	Past Performance	Everett HA	King County HA	Seattle HA	Vancouver HA
2007	14%	18%	13%	10%	20%
2008	20%	10%	9%	6%	13%
2009	15%	10%	9%	7%	17%
2010	13%	12%	4%	7%	20%
2011-YTD	7%				

4.2. Recruitment

- Josh Crites, a THA Case Worker has been promoted into April's Planning & Policy Analyst position. He started his new job on 5/16
- We are in the process of hiring another Case Worker to replace Josh
- Cathy Heymann, a Senior Accountant has been promoted to our Tax Credit Finance Coordinator position. She started her new job on 5/16
- We are in the process of posting for another Senior Accountant to replace Cathy
- We are recruiting for a Senior Systems Analyst position to work in our Asset Management division

NEW BUSINESS

Resolutions #1 and # 2 will both be walk
on resolutions

EXECUTIVE DIRECTOR REPORT



TACOMA HOUSING AUTHORITY

Michael Mirra
Executive Director

Date: May 18, 2011
To: THA Board of Commissioners
From: Michael Mirra, Executive Director
Re: Executive Director's Report: May 2011

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

1. **BOARD ADVOCACY**

Advocacy and public education is an important part of THA's work. We have written it into our strategic objectives:

Advocacy/Public Education

THA will advocate for the value of its work and for the interests of the people it serves. It will be a resource for high quality advice, data and information on housing, community development, and related topics.

We spend a fair amount of time doing this. I attached an updated list of advocacy projects.

Commissioners can be our best advocates, for two main reasons. They are on the Board because of their community stature and experience. Also, they are volunteers who can advocate with an effective personal disinterest that staff as the hired help cannot offer. For this reason, Commissioners can be and have been very effective in a wide array of forums. We saw this recently when Arthur and Stan traveled to Washington D.C..

Representatives from Common Ground, a nonprofit organization in Washington State, would like to visit with the Board and offer advocacy training to the Commissioners. I think this could be helpful if only to remind us to make better use of our Commissioners and the advantage they bring to THA advocacy. I would like to hear the Board's wishes about this offer. To help you decide please visit this web site that describes the training that Common Ground proposes. <http://www.boardadvocacy.org/>. It would take about 90 minutes.

In a week or so, I will ask the Commissioners if they are interested.

2. CITY OF TACOMA AFFORDABLE HOUSING POLICY

On May 17th, the City Council took two important actions on its developing affordable housing policy. I append a copy of the two resolutions the Council passed that evening. **First**, the council adopted the principles that the Affordable Housing Policy Advisory Group recommended in its December 2010 report. The resolution directs the staff and commissions to incorporate these principles into the appropriate policy and planning documents. **Second**, the City Council, through its Neighborhood and Housing Committee, has begun the more detailed review of the Group's program recommendations. To help it do that, the Council, again by resolution, has reconvened the Advisory Group. I remain as co-chair. Gary Pedersen is the other co-chair. Walter remains on the Group as well. According to the resolution, the Council asks the group to help it and city staff understand and develop the recommendations further. It also asks the Group to help the City communicate with other people and interests in the City about the recommendations.

3. MISCELLANEOUS

3.1. Pierce Transit Service Cuts

As you know, Pierce Transit must cut transit service because it does not have the money to sustain its present level of service. We are concerned about service to THA properties. Chairperson Banks and I wrote the attached letter to Pierce Transit expressing our concerns, especially about service to Salishan. It appears that Pierce Transit will not cut routes to our properties as part of the 20% reduction that Pierce Transit will be making now. The schedules on those routes may diminish but the routes will not change. That is good. Pierce Transit is still planning another 15% cut. We must wait to find out if those additional cuts will affect our properties.

3.2. Congressional Budget News, or lack of news

Our present fiscal year ends December 31, 2011. The Board will have a budget review in June to adjust this year's budget to account for the FFY 2011 budget that Congress just enacted, along with updated information on expenses and revenues. As we discussed last month, we will not need major readjustments. In fact, Ken is reporting that we will likely have a larger surplus than we had budgeted. That is good news, although some of that increase is due to nonrecurring developer fees.

The next main event for our fiscal news will come with the federal budget for FY 2012. Congress is presently discussing this. The Board will have to adopt a THA budget for FY 2012 by December 31, 2011. Although Congress is supposed to enact its budget for 2012 by October 1, 2011, that is not likely. This will oblige us to make some guesses about what the next federal budget will mean for us. I will share whatever information that may help us do that.

Presently, I have no news beyond what the media is reporting. Some recent newspaper articles about troubled housing authorities are not helping our case. I attach a sampling, along with a reply by CLPHA.



Tacoma Housing Authority Project Database

ALL ADVOCACY/PUBLIC ED. PROJECTS

May 18, 2011

	Project Title	Number	Status Due Date	Priority
1.	B&O TAX EXEMPTION FOR PHA VENDORS	EX-2010-9	OPEN 7/31/2011	
2.	BILL AND MELINDA GATES FOUNDATION ADVISORY COMMITTEE ON HOMELESS PROGRAMS	EX-2007-14	OPEN 10/1/2011	
3.	CITY OF TACOMA HOUSING POLICY	EX-2010-1	OPEN Ongoing	
4.	CITY OF TACOMA'S SPECIAL NEEDS HOUSING ORDINANCE	EX-2006-32	CLOSED 9/1/2007	
5.	CLARIFY STATE PROCUREMENT LAWS GOVERNING PHAS	EX-2007-19	CLOSED 7/1/2011	
6.	DOWNTOWN, GET DOWN! AFFORDABLE HOUSING IN DOWNTOWN TACOMA	EX-2007-10	CLOSED	
7.	FIRE DISTRICT NEGOTIATIONS WITH PUBLIC HOUSING AUTHORITIES FOR PAYMENT FOR FIRE SERVICES	EX-2007-13	CLOSED 9/30/2008	
8.	HOMELESSNESS AND FOSTER CARE: STATE LEGISLATIVE SOLUTIONS	EX-2008-1	OPEN 7/1/2011	3
9.	NEW TACOMA NEIGHBORHOOD COUNCIL AFFORDABLE HOUSING TASK FORCE	EX-2007-6	CLOSED 10/31/2007	
10.	PIERCE COUNTY FAMILY HOMELESSNESS PLAN INITIATIVE	EX-2009-11	OPEN 1/1/2011	
11.	PIERCE COUNTY HOUSING AFFORDABILITY TASK FORCE	EX-2006-31	OPEN 1/1/2012	

ALL ADVOCACY/PUBLIC ED. PROJECTS**May 18, 2011**

			Priority
	Project Title	Number	Status Due Date
12.	PROJECT BASED VOUCHERS POLICY ISSUES: LEGISLATIVE AND ADMINISTRATIVE ADVOCACY	EX-2006-34	CLOSED 1/8/2008
13.	REGIONAL HOUSING PLANNING PROCESSES	EX-2007-3	CLOSED 2/13/2009
14.	REVIEW OF WASHINGTON STATE AFFORDABLE HOUSING TASK FORCES	EX-2007-11	CLOSED 10/31/2008
15.	SALISHAN PHASE II RIBBON CUTTING CELEBRATION	EX-2009-3	CLOSED 8/31/2009
16.	STATE FUNDED HOUSING ASSISTANCE FOR HOMELESS YOUTH: LEGISLATIVE ADVOCACY	EX-2006-29	CLOSED 6/1/2008
17.	STIMULUS FUNDING PRESS CONFERENCE	EX-2009-6	CLOSED 4/17/2009
18.	TACOMA LIGHT LINK EXTENSION ADVISORY PANEL	EX-2010-8	OPEN 2/2/2011
19.	TACOMA-PIERCE COUNTY AFFORDABLE HOUSING CONSORTIUM	EX-2006-38	OPEN Ongoing
20.	TACOMA-PIERCE COUNTY ROAD HOME LEADERSHIP TEAM	EX-2006-33	CLOSED
21.	THA COMMUNITY COMMUNICATION STRATEGY	EX-2006-35	OPEN 4/24/2009
22.	THA LIBRARY	EX-2006-15	OPEN 3/1/2011
23.	UNITED WAY OF PIERCE COUNTY'S HOUSING AND INCOME IMPACT TEAM	EX-2010-6	OPEN Ongoing
24.	WASHINGTON STATE LEGISLATIVE ACTIVITY	EX-2006-36	OPEN Ongoing

ALL ADVOCACY/PUBLIC ED. PROJECTS

May 18, 2011

Project Title		Number	Status Due Date	Priority
25.	WINTHROP HOTEL REDEVELOPMENT OR SALE	EX-2006-30	OPEN 1/1/2012	



RESOLUTION NO. 38263

1 BY REQUEST OF DEPUTY MAYOR WALKER AND COUNCIL MEMBERS FEY,
2 LONERGAN, AND MANTHOU

3 A RESOLUTION relating to affordable housing; updating the scope of the
4 Affordable Housing Policy Advisory Group; and reappointing individuals
5 to the committee through June 2012.

6 WHEREAS, throughout 2009, the Neighborhoods and Housing
7 Committee ("Committee") worked to create an affordable housing policy for
8 recommendation to the City Council, and

9 WHEREAS, prior to recommending its final draft, the Committee
10 recommended that the City Council pursue additional public feedback, and

11 WHEREAS, on April 27, 2010, the City Council created and appointed
12 an Affordable Housing Policy Advisory Group ("Advisory Group") to (1) review
13 the prior work of the Committee's affordable housing policy development
14 process and the work of the Pierce County Housing Affordability Task Force;
15 (2) review demographic data and identify data development needs in order to
16 inform planning efforts; (3) provide input and consultation necessary to refine
17 the Committee's affordable housing policy recommendations; (4) recommend a
18 series of supporting policy actions that are consistent with or complementary to
19 the City's Comprehensive Plan; and (5) build a consensus of Advisory Group
20 members, and

21 WHEREAS the Advisory Group provided a final report to the Committee
22 by December 15, 2010, completing the role that was formerly adopted by the
23 City Council, and
24
25
26



1 WHEREAS the Committee is currently reviewing the recommendations
2 and will forward some or all of the recommendations to the City Council for
3 further review, and

4 WHEREAS the City Council may direct, by resolution, the Planning
5 Commission, the Tacoma Public Utility Board, the Tacoma Community
6 Redevelopment Agency, the City Manager, or other bodies to act upon the
7 recommendations of the Advisory Group, and

8 WHEREAS the Advisory Group can serve in a unique role as its
9 recommendations are reviewed and developed further by other bodies, and

10 WHEREAS the City Council requests that the Advisory Group continue
11 to assist the process of developing Affordable Housing Policies and
12 Regulations by:

- 13 1. Clarifying the intent of recommendations in the Advisory Group final
14 report to members of the City Council, City staff, or other boards and
15 commissions.
- 16 2. Assisting staff, the City Council, and other boards' and commissions'
17 analysis of recommendations by providing the City with specific
18 examples used to develop recommendations, as requested.
- 19 3. Supplementing public processes required by the Growth
20 Management Act with additional outreach or education, as requested
21 by the City Council.
- 22 4. Advocating for the principles of affordable housing, as were outlined
23 in the Advisory Groups' recommendations; Now, Therefore,

24 BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

25 Section 1. That the term of the Affordable Housing Policy Advisory
26 Group ("Advisory Group") be extended to June 2012.



1 Section 2, That the role of the Advisory Group be revised to include the
2 following duties:

- 3 1. Clarifying the intent of recommendations in the Advisory Group final
4 report to members of the City Council, City staff, or other boards and
5 commissions:
6 2. Assisting staff, the City Council, and other boards' and commissions'
7 analysis of recommendations by providing the City with specific
8 examples used to develop recommendations, as requested.
9 3. Supplementing public processes required by the Growth
10 Management Act with additional outreach or education, as requested
11 by the City Council.
12 4. Advocating for the principles of affordable housing, as were outlined
13 in the Advisory Groups' recommendations.

14 Section 3. That those individuals listed on Exhibit "A" are hereby
15 confirmed and reappointed as members of the Advisory Group.

16 Adopted _____

17 _____
18 Mayor

19 Attest:

20 _____
21 City Clerk

22 Approved as to form:

23 _____
24 City Attorney



EXHIBIT "A"

Co-Chairs:

Michael Mirra	Tacoma-Pierce County Affordable Housing Consortium
Gary Pedersen	Builder Consultant

Committee Members

Blaine Johnson	Market Rate Developer
Connie Brown	Tacoma-Pierce County Affordable Housing Consortium
Sandy Burgess	Burgess LLC
Lyn Messenger	Belay Architects
Tom O'Connor	O'Connor & Associates
John Purbaugh	Pierce County Planning Commission
Mike Pyatok	Pyatok Architects
Tiffany Speirs	Master Builders of Pierce County
Walter Zisette	Common Ground



REQUEST FOR
☐ **ORDINANCE** ☒ **RESOLUTION**

Request #:

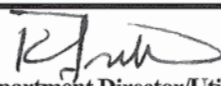
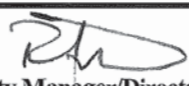
12924

Ord./Res. #:

38263

1. DATE: April 25, 2011

2. SPONSORED BY: COUNCIL MEMBER(S) Deputy Mayor Walker, Council Member Manthou, Council Member Fey, and Council Member Lonergan

3a. REQUESTING DEPARTMENT/DIVISION/PROGRAM City Manager's Office	4a. CONTACT (for questions): Tansy Hayward	PHONE: 253-591-5133
3b. "DO PASS" FROM Neighborhoods and Housing <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> To Committee as information only <input type="checkbox"/> Did not go before a Committee	4b. Person Presenting: Deputy Mayor Walker	PHONE: 253-591-5100
3c. DID THIS ITEM GO BEFORE THE PUBLIC UTILITY BOARD? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Not required	4c. ATTORNEY: Elizabeth Pauli	PHONE: 253-591-5169
 Department Director/Utility Division	N/A Budget Officer/Finance Director	 City Manager/Director Utilities

5. REQUESTED COUNCIL DATE: May 17, 2011

(If a specific council meeting date is required, explain why; i.e., grant application deadline, contract expiration date, required contract execution date, public notice or hearing required, etc.)

6. SUMMARY AGENDA TITLE: (A concise sentence, as it will appear on the Council agenda.)

Updating the role and duties of the Affordable Housing Policy Advisory Group and reappointing individual to the committee through June of 2012

7. BACKGROUND INFORMATION/GENERAL DISCUSSION: (Why is this request necessary? Are there legal requirements? What are the viable alternatives? Who has been involved in the process?)

Throughout 2009, the Neighborhoods and Housing Committee worked to create an Affordable Housing policy for recommendation to the full Council. Prior to recommending the committee's final draft, the committee sought additional public feedback through the creation and appointment of an Affordable Housing Policy Advisory Group. The Affordable Housing Policy Advisory Group provided a report to the Neighborhoods and Housing committee on December 3, 2010.

Since receiving the report, the Neighborhoods and Housing Committee has begun reviewing each recommendation and requesting additional evaluation by city staff. The committee will ultimately recommend additional policy development to the City Council. Because of the Affordable Housing Policy Advisory Group's familiarity with the recommendations and the unique perspectives that the individuals offer, the Neighborhoods and Housing Committee is recommending that the City Council extend term of the Advisory Group through June of 2012 and update the role of the group to reflect the current needs of the process which include:

REQUEST (CONT)

CITY CLERK USE ONLY

Request #:	12924
Ord/Res #:	38263

1. Clarifying the intent of recommendations in the Advisory Group final report to members of the City Council, City Staff or other boards and commissions.
2. Assisting staff, City Council and other boards and commissions' analysis of recommendations by providing the City with specific examples used to develop recommendations, as requested.
3. Supplementing public processes required by the Growth Management Act with additional outreach or education, as requested by the City Council.
4. Advocating for the principles of affordable housing as were outlined in the Advisory Groups' recommendations.

The Neighborhoods and Housing Committee recommends the individuals listed below for appointment to the Advisory Group.

Co-Chairs:

Michael Mirra
Gary Pedersen

Tacoma-Pierce County Affordable Housing Consortium
Builder Consultant

Committee Members

Blaine Johnson
Connie Brown
Sandy Burgess
Lyn Messenger
Tom O'Connor
John Purbaugh
Mike Pyatok
Tiffany Speirs
Walter Zisette

Market Rate Developer
Tacoma-Pierce County Affordable Housing Consortium
Burgess LLC
Belay Architects
O'Connor & Associates
Pierce County Planning Commission
Pyatok Architects
Master Builders of Pierce County
Common Ground

8. LIST ALL MATERIAL AVAILABLE AS BACKUP INFORMATION FOR THE REQUEST AND INDICATE WHERE FILED:

Source Documents/Backup Material	Location of Document
----------------------------------	----------------------

9. WHICH OF THE CITY'S STRATEGIC GOALS DOES THIS ITEM SUPPORT? (CHECK THE GOAL THAT BEST APPLIES)

- A. ☐ A SAFE, CLEAN AND ATTRACTIVE COMMUNITY
- B. ☒ A DIVERSE, PRODUCTIVE AND SUSTAINABLE ECONOMY
- C. ☐ A HIGH-PERFORMING, OPEN AND ENGAGED GOVERNMENT

REQUEST (CONT)

CITY CLERK USE ONLY

Request #:	12924
Ord/Res #:	38263

10. IF THIS CONTRACT IS FOR AN AMOUNT OF \$200,000 OR LESS, EXPLAIN WHY IT NEEDS LEGISLATIVE APPROVAL:

11. FINANCIAL IMPACT: ☐ EXPENDITURE ☐ REVENUE

A. ☒ NO IMPACT (NO FISCAL NOTE)

B. ☐ YES, OVER \$100,000, Fiscal Note Attached

C. ☐ YES, UNDER \$100,000, (NO FISCAL NOTE)

Provide funding source information below:

FUNDING SOURCE: (Enter amount of funding from each source)

Fund Number & Name:	State \$	City \$	Other \$	Total Amount
---------------------	----------	---------	----------	--------------

If an expenditure, is it budgeted? ☐ Yes ☐ No Where? Cost Center:

Acct #:



RESOLUTION NO. 38264

1 BY REQUEST OF DEPUTY MAYOR WALKER AND COUNCIL MEMBERS FEY,
2 LONERGAN, AND MANTHOU

3 A RESOLUTION relating to affordable housing; authorizing the adoption of the
4 Affordable Housing Policy Principles.

5 WHEREAS, throughout 2009, the Neighborhoods and Housing
6 Committee ("Committee") worked to create an affordable housing policy
7 recommendation for the City Council, and

8 WHEREAS, prior to recommending its final draft, the Committee
9 recommended that the City Council pursue additional public feedback, and

10 WHEREAS, on April 27, 2010, the City Council created and appointed
11 an Affordable Housing Policy Advisory Group ("Advisory Group") to perform the
12 following: (1) review the prior work of the Committee's affordable housing
13 policy development process and the work of the Pierce County Housing
14 Affordability Task Force; (2) review demographic data and identify data
15 development needs in order to inform planning efforts; (3) provide input and
16 consultation necessary to refine the Committee's affordable housing policy
17 recommendations; (4) recommend a series of supporting policy actions that are
18 consistent with or complementary to the City's Comprehensive Plan; and
19 (5) build a consensus of Advisory Group members, and

20 WHEREAS, on December 3, 2010, the Advisory Group provided a final
21 report to the Committee, and
22
23
24
25
26



1 WHEREAS the Committee is in the process of reviewing the
2 recommendations of the Advisory Group and recommends that the City Council
3 adopt the eight policy principles recommended by the Advisory Group in
4 recommendation 3.1 of the report, and

5 WHEREAS, in summary, the policy principles include the following:

6 A. The City's welfare requires an adequate supply of well-built and
7 well-managed affordable housing serving the full range of incomes appearing
8 among its residents. An adequate supply of this housing is vital to the following
9 important civic needs and values:
10

- 11 • The City's prosperity, economic development, and growth of employment
12 opportunities;
- 13 • The appropriate amendment of the City's projected population growth
14 and transportation needs;
- 15 • The City's fulfillment of its legal obligations under the Growth
16 Management Act to make "adequate provisions for existing and
17 projected (housing) needs of all economic segments of the community"
18 and to comply with the related directives of the Pierce County
19 Countywide Planning Policies;
- 20 • The survival of green spaces throughout the City and Pierce County;
- 21 • The success of the City's schools;
- 22 • The effectiveness of the City's emergency services;
- 23 • The City's ability to continue its accommodation of a population that is
24 increasingly diverse by income, race, ethnicity, ability, disability, and age;
- 25 • The City's ability to accommodate a population that, in the aggregate, is
26 getting older; and
- The City's values of social justice.



1 B. Affordable housing developments by nonprofit developers, public and
2 private, in the City, region, and nation have been among the most attractively
3 designed, most environmentally innovative, and best managed in the market
4 place.

5 C. Nonprofit developments of affordable housing will never likely be
6 adequate to meet the City's needs. The City also needs a companion strategy
7 to enlist the engine of private market rate developments to include a measure
8 of affordable units. These strategies also provide the added benefit of
9 economic and demographic integration.
10

11 D. Affordable housing developments have spurred the revitalization of
12 neighborhoods, encouraging both public and private investment, helping the
13 City attain its desired density, and furthering a neighborhood's economic
14 development.

15 E. Affordable housing is an asset to be encouraged and not a detriment
16 to be tolerated and controlled.
17

18 F. The City should promote the development of affordable housing in
19 every City neighborhood.

20 G. In seeking the appropriate balance, the City should not have to
21 compromise important neighborhood design standards in order to promote
22 affordable housing. Instead, proper design should allow affordable housing to
23 show the way for all developments servicing all incomes toward a greener,
24
25
26



1 more sustainable urban future that accommodates the appropriate density that
2 the City's planning documents anticipate to be necessary for the City's
3 projected population allocations.

4 H. In a complex community like Tacoma, interests and policies often
5 clash. Good governance is the effort to balance them appropriately. In doing
6 so, the City should give a very high priority to the promotion of affordable
7 housing development, and

8 WHEREAS the City Council wishes to include consideration of these
9 policy principles in future updates to the City's Comprehensive Plan,
10 Consolidated Plan, and Human Services Strategic Plan; Now, Therefore,

11 BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

12 Section 1. That the City Council hereby adopts the policy principles set
13 out in recommendation 3.1 of the Affordable Housing Policy Advisory Group
14 Final Report, received on December 3, 2010.
15

16 Section 2. That the City Council requests the Planning Commission, the
17 Tacoma Community Redevelopment Authority, the Human Services
18 Commission, and other appropriate City bodies to incorporate the policy
19 principles into the City's Comprehensive Plan, Consolidated Plan, the Human
20 Services Strategic Plan, and other appropriate policy documents.
21

22 Section 3. That the City Manager is directed to make available staff from
23 the Tacoma Community and Economic Development Department, the Human
24
25
26



1 Rights and Human Services Department, and other General Government
2 Departments, as may be necessary, to assist the appropriate boards and
3 commissions in the incorporation of these policy principles.

4 Adopted _____

Mayor

6 Attest:

7
8 _____
9 City Clerk

10 Approved as to form:

11 _____
12 
13 City Attorney



REQUEST FOR

☐ ORDINANCE ☒ RESOLUTION

Request #:

12934

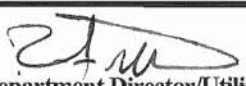
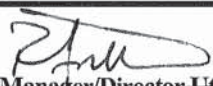
Ord./Res. #:

38264

MAY 03 2011

1. DATE: May 2, 2011

2. SPONSORED BY: COUNCIL MEMBER(S) Deputy Mayor Walker, Council Member Manthou, Council Member Fey, and Council Member Lonergan

3a. REQUESTING DEPARTMENT/DIVISION/PROGRAM City Manager's Office	4a. CONTACT (for questions): Tansy Hayward	PHONE: 253-591-5133
3b. "DO PASS" FROM Neighborhoods and Housing <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> To Committee as information only <input type="checkbox"/> Did not go before a Committee	4b. Person Presenting: Deputy Mayor Walker	PHONE: 253-591-5100
3c. DID THIS ITEM GO BEFORE THE PUBLIC UTILITY BOARD? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Not required	4c. ATTORNEY: Elizabeth Pauli	PHONE: 253-591-5169
 Department Director/Utility Division	N/A Budget Officer/Finance Director	 City Manager/Director Utilities

5. REQUESTED COUNCIL DATE: May 17, 2011

(If a specific council meeting date is required, explain why; i.e., grant application deadline, contract expiration date, required contract execution date, public notice or hearing required, etc.)

6. SUMMARY AGENDA TITLE: (A concise sentence, as it will appear on the Council agenda.)

Adopting eight policy principles as recommended by the Affordable Housing Policy Advisory Group and directing further consideration of the policy principles in future planning and policy documents

7. BACKGROUND INFORMATION/GENERAL DISCUSSION: (Why is this request necessary? Are there legal requirements? What are the viable alternatives? Who has been involved in the process?)

Throughout 2009, the Neighborhoods and Housing Committee worked to create an Affordable Housing policy for recommendation to the full Council. Prior to recommending the committee's final draft, the committee sought additional public feedback through the creation and appointment of an Affordable Housing Policy Advisory Group. The Affordable Housing Policy Advisory Group provided a report to the Neighborhoods and Housing committee on December 3, 2010.

Since receiving the report, the Neighborhoods and Housing Committee has begun reviewing each recommendation and requesting additional evaluation by city staff, where appropriate. At this point, the Neighborhoods and Housing Committee is recommending that the full City Council adopt eight policy principles that were included in recommendation 3.1 of the report. In summary, the policy principles include:

- (1) The city's welfare requires an adequate supply of well built and well managed affordable housing serving the full range of incomes appearing among its residents. An adequate supply of this housing is vital to the following important civic needs and values:
- The city's prosperity, economic development and growth of employment opportunities
 - The appropriate amendment of the city's projected population growth and transportation needs;

REQUEST (CONT)

CITY CLERK USE ONLY

Request #:

12934

Ord/Res #:

38264

- The city's fulfillment of its legal obligations under the Growth Management Act to make "adequate provisions for existing and projected [housing] needs of all economic segments of the community" and to comply with the related directives of the Pierce County Countywide Planning Policies;
- The survival of green spaces throughout the city and Pierce County;
- The success of the city's schools;
- The effectiveness of the city's emergency services;
- The city's ability to continue its accommodation of a population that is increasingly diverse by income, race, ethnicity, ability, disability and age;
- The city's ability to accommodate a population that, in the aggregate, is getting older; and
- The city's values of social justice.

(2) Affordable housing developments by nonprofit developers, public and private, in the City, region and nation have been among the most attractively designed most environmentally innovative and best managed in the market place.

(3) Nonprofit developments of affordable housing will never likely be adequate to meet the City's need. The City also needs a companion strategy to enlist the engine of private market rate developments to include a measure of affordable units. These strategies also provide the added benefit of economic and demographic integration.

(4) Affordable housing developments have spurred the revitalization of neighborhoods, encouraging both public and private investment, helping the City attain its desired density, and furthering a neighborhood's economic development.

(5) Affordable housing is an asset to be encouraged and not a detriment to be tolerated and controlled.

(6) The City should promote the development of affordable housing in every City neighborhood.

(7) In seeking the appropriate balance, the City should not have to compromise important neighborhood design standards in order to promote affordable housing. Instead, proper design should allow affordable housing to show the way for all developments servicing all incomes toward a greener, more sustainable urban future that accommodates the appropriate density that the City's planning documents anticipate to be necessary for the City's projected population allocations.

(8) In a complex community like Tacoma, interests and policies often clash. Good governance is the effort to balance them appropriately. In doing so, the City should give a very high priority to the promotion of affordable housing development.

In addition to adopting the policy principles, this resolution would request that the Planning Commission, the Human Services Commission, the Tacoma Community Redevelopment Authority, and other appropriate boards and commission incorporate these policy principles into appropriate policies and planning documents including the Comprehensive Plan, Consolidated Plan and Human Services Strategic Plan. It would also direct the City Manager to make staff available to support these boards and commissions.

REQUEST (CONT)

CITY CLERK USE ONLY

Request #:

12934

Ord/Res #:

38264

8. LIST ALL MATERIAL AVAILABLE AS BACKUP INFORMATION FOR THE REQUEST AND INDICATE WHERE FILED:

Source Documents/Backup Material	Location of Document
Affordable Housing Policy Advisory Group Policy Recommendations to the City, dated December 3, 2010	City Clerk's Office

9. WHICH OF THE CITY'S STRATEGIC GOALS DOES THIS ITEM SUPPORT? (CHECK THE GOAL THAT BEST APPLIES)

- A. ☐ A SAFE, CLEAN AND ATTRACTIVE COMMUNITY
- B. ☒ A DIVERSE, PRODUCTIVE AND SUSTAINABLE ECONOMY
- C. ☐ A HIGH-PERFORMING, OPEN AND ENGAGED GOVERNMENT

10. IF THIS CONTRACT IS FOR AN AMOUNT OF \$200,000 OR LESS, EXPLAIN WHY IT NEEDS LEGISLATIVE APPROVAL:

11. FINANCIAL IMPACT: ☐ EXPENDITURE ☐ REVENUE

- A. ☒ NO IMPACT (NO FISCAL NOTE)
- B. ☐ YES, OVER \$100,000, Fiscal Note Attached
- C. ☐ YES, UNDER \$100,000, (NO FISCAL NOTE)
- Provide funding source information below:

FUNDING SOURCE: (Enter amount of funding from each source)

Fund Number & Name:	State \$	City \$	Other \$	Total Amount
---------------------	----------	---------	----------	--------------

If an expenditure, is it budgeted? ☐ Yes ☐ No Where? Cost Center:

Acct #:



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

May 4, 2011

By mail

By mail: lgriffith@piercetransit.org

Ms. Lynne M. Griffith
Chief Executive Officer
Pierce Transit
P.O. Box 99070
Lakewood, WA 98496-0070

Ms. Claudia Thomas
Chairperson
Pierce Transit
P.O. Box 99070
Lakewood, WA 98496-0070

Re: Reduction in bus service

Dear Ms. Griffith and Ms. Thomas:

We understand that Pierce Transit must consider reducing its bus service. We write to ask that you try hard to preserve current service levels to the Tacoma Housing Authority's communities in Tacoma. We make this request on behalf of the 5,000 households with over 12,000 individuals that the Tacoma Housing Authority serves. These households with limited incomes have fewer transit options. They rely on Pierce Transit for access to food, schooling, medical services and employment. We are particularly concerned about cuts to the following routes.

- **Routes 41 and 54 serving New Salishan:** We are especially concerned about any cuts to New Salishan's bus service. Over 800 households presently live there. When fully built out, it will house 1,350 households. We have designed Salishan to be transit oriented and environmentally innovative. We relied on the initial level of Pierce Transit's bus service to make it so. This is especially true of the routes that loop through Salishan.

Bus service is also important to the success of important commercial and social services at Salishan. The Kimi and Dr. George Tanbara Medical/Dental Clinic serves low-income persons throughout the region. Salishan's commercial core is designed to have the New Swan Creek Public Library, a grocery store and education and training programs. Salishan also has many other programs to help its residents further their education and find employment.

Bus service is essential for all these efforts. In this way, we have been pleased to regard Pierce Transit as an important partner in designing this ambitious and innovative new community. THA and its many partners have spent hundreds of millions of dollars on New Salishan. We have made it a model of neighborhood design with leading edge environmental innovation built into its fabric. We ask that you consider this investment

as a leveraged benefit that enhances the value of Pierce Transit's continued bus service on Routes 41 and 54. Similarly, cuts to these routes would lessen the value of both this investment and its leveraged enhancement to the value of Pierce Transit's bus service. That would be an unfortunate loss to both THA and Pierce Transit and to the community.

- **Route 51:** This route serves five large THA properties near Center, Tyler, Stevens and Orchard Streets. Their residents depend on bus service for their daily needs and future prospects.

We do appreciate your efforts. We would also appreciate your serious consideration of our request. Should you have any questions or need additional information please call me at (253)207-4429.

Cordially,

TACOMA HOUSING AUTHORITY



Michael Mirra
Executive Director



Dr. Arthur Banks
Chairperson

Cc by email:

Mayor Marilyn Strickland
County Executive Pat McCarthy
City Councilmember Spiro Manthou
City Councilmember Jake Fey
County Councilmember Tim Farrell
County Councilmember Rick Talbert
City Councilmember Marty Campbell
David Flentge

**SELECTED RECENT NATIONAL NEWS ITEMS ABOUT HUD AND PUBLIC
HOUSING AUTHORITIES PROGRAM PROBLEMS, along with a CLPHA LETTER
(May 18, 2011)**

**Fired Housing Authority director, Rudolf Montiel, may get
\$405,000 severance**

By Rick Orlov, Staff Writer

Updated: 03/23/2011 10:21:34 PM PDT

Los Angeles Daily News

Rudy Montiel, the ousted director of the Housing Authority of the City of Los Angeles, could receive upwards of \$405,000 under an 18-month buyout of his contract, officials said Wednesday.

The city is negotiating a separation package for Montiel, whose contract included a provision that he receive 18 months worth of benefits if he was fired.

Montiel earned an annual salary of \$270,000 and 10 weeks of vacation, plus benefits that included health insurance and a pension. He also received a housing allowance that could add \$104,000 to his buyout package, officials said.

Montiel was fired late Monday after a year of turmoil that included conflicts with a group of vocal tenants and with the seven-member commission overseeing HACLA.

"It became very clear to the board - and we had a unanimous vote - that Mr. Montiel was not the right individual, not the right leader, to take this agency into the future," said Commissioner Rayman Mathoda, who was named acting chairman of the commission when members Bea Stotzer and Maria Del Angel recused themselves because of personal conflicts with Montiel.

Because of the commission's concerns, it hired Ledford Consulting Network last year to conduct a performance evaluation of Montiel.

"It was the first time time we had someone from outside look at the agency and also interview our clients," Mathoda said. "Their report became a very key part of our decision."

The board met for nearly three hours before telling Montiel in a brief conversation that he was being fired, Mathoda said.

Efforts to contact Montiel or his attorney on Wednesday were unsuccessful.

Mayor lends support

Mayor Antonio Villaraigosa indicated he supports the commission's decision.

"I understand the commission has thoroughly reviewed Mr. Montiel's performance and I support their decision to terminate his employment," Villaraigosa said in a statement. "I know they will work aggressively to find a permanent CEO to lead the agency and serve Los Angeles."

Several City Council members said they felt Montiel had become increasingly distant.

"I felt he had disrespected us," said Councilman Richard Alarcón, who has the San Fernando Gardens public housing project in his district. "And if he was disrespecting the City Council, how was he treating his tenants?"

HACLA oversees public housing projects for 6,500 families in the city as well as the Section 8 voucher program at 825 units in the city. Its \$1 billion budget is funded by the federal Department of Housing and Urban Development.

Montiel did have his supporters, whom he cultivated after being hired by then-Mayor James Hahn in 2004 to clean up what some called a cesspool of corruption.

Allegations of sweetheart deals on contracts and instances of bribery led federal officials to threaten a takeover of HACLA.

"He did help clean up the agency," said Councilwoman Janice Hahn, a sister of the former mayor, who has a number of HACLA projects in her district. "And he was working on some ambitious plans for Jordan Downs that will make a difference there."

Those plans include developing residential and commercial projects in the area adjacent to Jordan Downs in Watts.

Montiel also is credited with reducing crime in public housing projects, by installing surveillance cameras and providing space for LAPD officers to operate.

The major controversy dogging Montiel this past year centered on a HUD program designed to wean tenants off public housing.

Nine tenants who opposed the new program and who held a protest outside Montiel's home in Rancho Cucamonga were given eviction notices.

The City Council held a hearing on the matter, but Montiel refused to appear, saying he feared for his safety.

In addition, KCBS (Channel 2) reported members of the Housing Authority took per diem payment to cover expenses on HACLA-related trips and also sought reimbursement for expenses that included lavish meals.

Montiel reportedly asked several commissioners to repay several hundred dollars in expenses.

History of problems

City Controller Wendy Greuel, who once worked for HUD, said HACLA is one of many housing authorities around the nation that have experienced problems.

"I think the main problem is transparency," Greuel said. "No one really watches what they're doing until you hear the HUD Inspector General is looking at them.

"Because all their funding comes from the federal government, they're somewhat separate from the jurisdiction of the city."

Councilwoman Jan Perry said she has been concerned over the lack of oversight of the agency and had introduced a proposal to allow the City Council to review all decisions made by the HACLA board.

"It wouldn't give us the power to reverse decisions, but we could send them

U.S. audit sharply questions PHA spending

By Mark Fazlollah and Jennifer Lin
Inquirer Staff Writers

In a blistering review of the Philadelphia Housing Authority's use of 2009 stimulus funds, federal auditors Tuesday questioned \$27.4 million in spending on repairs for homes and said the agency made "unreasonable" payments to lawyers who impeded the audit.

The auditors, from the office of the inspector general of the U.S. Department of Housing and Urban Development, said PHA did not sufficiently track costs and should have to reimburse the federal government for any spending it cannot document.

The audit, covering a period when ousted Executive Director Carl R. Greene ran PHA, found that the agency typically did not take even the basic steps of obtaining required permits for electrical, mechanical, or plumbing work.

While Greene won plaudits during his 13-year tenure for razing dilapidated and crime-ridden public housing projects and replacing them with new housing, this audit examined the agency's management of its 7,300 scattered properties, only 4,000 of which are occupied.

It found that not only did PHA overspend for repairs, but that the workmanship was sometimes shoddy. Problems included ungrounded electrical outlets and heaters that did not properly vent fumes, the audit said.

"The authority's tenants were subjected to health and safety-related hazards, and the authority failed to use its ... funds properly," the audit charged.

Greene's attorney, Clifford Haines, said the criticism "cannot undo the spectacular success story of the public housing in Philadelphia while Carl Greene served as the executive director."

In addition to expressing concerns about spending for repairs, the inspector general criticized PHA's payments to outside lawyers. Last year, the agency spent \$10.3 million on outside lawyers, more than any other major housing authority, an Inquirer review found.

In a separate audit of legal spending in March, the acting inspector general, Michael P. Stephens, condemned what he called "outrageous" overspending on lawyers.

The new audit noted that during HUD inspections of the scattered-site properties, PHA hired two outside lawyers to accompany inspectors.

In its one-page response to the audit, Michael P. Kelly, PHA's administrator, said the housing agency disagreed with many of the findings and believed that all federal funds spent on repairs "have been accounted for" and that the agency "received appropriate value for work completed."

As the nation's fourth-largest housing authority, PHA received \$126.5 million in stimulus funding in 2009 as part of the American Recovery and Reinvestment Act. One of the projects to be funded was the rehabilitation of 340 units of scattered-site housing.

The audit sparked immediate comments from congressional critics of PHA's operations.

"This audit is the latest example of the Philadelphia Housing Authority's, and ultimately HUD's, failure to protect residents and taxpayers," said Sen. Charles Grassley (R., Iowa).

Grassley, the ranking minority member on the Judiciary Committee, blamed the Obama administration for weak controls on the 2009 stimulus program, which provided \$4 billion for public housing agencies nationwide.

"The millions of stimulus dollars wasted in Philadelphia call into question whether the rest of the \$4 billion was wasted just as badly," said Grassley, who has closely monitored PHA's spending since the fall.

The audit focused only on the \$27.4 million spent for repairs for PHA's scattered-site housing around the city between March 2009 and June 2010.

Greene was fired by the PHA board in September 2010 after the disclosure that he had secretly settled, for \$648,000, three harassment claims filed against him by female employees.

Haines, the lawyer for Greene, said the inspector general "ought not be in the business of his scathing attacks on the legal community because they have so often proven him wrong."

"He has repeatedly complained that lawyers interfere with his work, but those lawyers have successfully established that his complaints to HUD about how federal funds have been spent are without merit," Haines said. "There is no reason to believe that this audit is any different than the many that have preceded it."

The audit also blamed the problems on PHA's defunct five-member board of commissioners, which until March was chaired by former Mayor John F. Street.

"The authority's board of commissioners failed to meet its fiduciary responsibility to ensure that the authority complied with all federal laws and regulations," the audit said.

Street did not directly address that criticism. But in an e-mail Tuesday, he said HUD's inspector general had shown a "bias against PHA for some time."

"Carl Greene had a very hostile relationship with the I.G., who is now taking it out on PHA even though Carl Greene is long gone. To be sure, this audit will generate more work for lawyers," Street said.

HUD took over PHA in March after Street and the board resigned, appointing former Philadelphia Managing Director Estelle Richman as the local agency's receiver. Richman, who is also HUD's chief operating officer, acknowledged Tuesday that "there were problems with the manner in which the previous ... leadership tracked" money.

"The new leadership has now assured that all funds and projects have been tracked," she said. "Where vendors had not completed projects, made unauthorized substitutions or badly completed projects, they were required to complete, fix, restore those projects at their own costs."

The audit's harshest criticism of lawyers was leveled at the Ballard Spahr law firm, which it said had wrongly contended that PHA was not required to provide details on specific repairs.

The housing agency has paid \$11.7 million to Ballard Spahr since 2007, more than any outside firm earned during that period.

The auditors also said a lawyer with another firm, Schnader, Harrison, Segal & Lewis L.L.P., demanded to know why the audit was being conducted and said he believed it was based on complaints by neighbors of PHA housing.

The report said the lawyer, who was not named in the audit, "demanded that we respond to this charge."

The inspector general replied that his office "had a statutory responsibility" to review HUD funding under the stimulus act.

Ballard chairman Arthur Makadon could not immediately be reached for comment. Neither could James J. Eisenhower, a Schnader Harrison partner who worked extensively with PHA.

Grassley Comment on Wasteful Spending at Public Housing Authorities

May 17, 2011

by [Iowa RealEstateRama](#)

May 17, 2011 - (RealEstateRama) — Sen. Chuck Grassley of Iowa has been tracking wasteful spending at public housing authorities including those in Philadelphia, Los Angeles, and Puerto Rico. He made the following comment on an audit released today, showing the Philadelphia Housing Authority wasted millions of dollars from the federal stimulus package. The audit is available [here](#).

"This audit is the latest example of the Philadelphia Housing Authority's, and ultimately HUD's, failure to protect residents and taxpayers. The housing authority has been a Bermuda Triangle for tax dollars. The primary people being helped are shady developers and law firms. It's frustrating to see such blatant abuse of tax dollars. The stimulus act included \$4 billion for public housing agencies nationwide. The millions of stimulus dollars wasted in Philadelphia call into question whether the rest of the \$4 billion was wasted just as badly. The Philadelphia Housing Authority is the fourth-largest in the country, and it paid millions of dollars to outside law firms to obstruct inspector general audits. If other housing agencies are as troubled, and with the Obama administration's requiring little accountability for spending, we might never know whether stimulus money for housing was spent as intended or how much went down the drain."

CUYAHOGA HOUSING AUTHORITY DIRECTOR CHARGED WITH BRIBERY AND WIRE FRAUD

A federal grand jury indicted George A. Phillips, now known as George Phillips-Olivier, executive director of the Cuyahoga Metropolitan Housing Authority (CMHA), and Michael McMichael, in connection with the Cuyahoga County public corruption investigation, Sharon L. Long, Deputy Chief, Criminal Division in the Northern District of Ohio; Stephen D. Anthony, Special Agent in Charge of the Cleveland Division of the FBI; Breck Nowlin, Special Agent in Charge of the Department of Housing and Urban Development, Cleveland Office of Inspector General and Jose A. Gonzalez, Special Agent in Charge of the Internal Revenue Service, Criminal Investigation Division, announced today.

Phillips, 53, lives in Cleveland and McMichael, also 53, lives in Concord, Ohio, according to court documents.

The indictment charges Phillips and McMichael with one count each of Conspiracy to Commit Bribery Concerning Programs Receiving Federal Funds, Hobbs Act, and Conspiracy to Commit Wire Fraud and Honest Services Wire Fraud in connection with the Cuyahoga County public corruption investigation. In addition, Phillips is charged with Bribery Concerning Programs Receiving Federal Funds and Making False Statements to Law Enforcement.

If convicted, the defendant's sentence will be determined by the court after review of factors unique to this case, including the defendant's prior criminal record, if any, the defendant's role in the offense and the characteristics of the violation. In all cases the sentence will not exceed the statutory maximum and in most cases it will be less than the maximum.

This case is being prosecuted by Assistant U.S. Attorney Nancy L. Kelley and Assistant U.S. Attorney Henry F. DeBaggis, following investigation by the Cleveland office of the Federal Bureau of Investigation and the Internal Revenue Service. The investigation is ongoing.

Short URL: <http://www.wallstreetswindler.com/?p=14781>

MEMBERS OF CONGRESS CALL FOR PROBE OF HUD'S HOME AFFORDABLE-HOUSING PROGRAM

Washington Post -- By Debbie Cenziper, Tuesday, May 17, 11:11 AM -- A bipartisan group of federal lawmakers is calling on Congress to probe the nation's housing-construction program for the poor, citing years-long delays and other breakdowns that have thwarted the production of hundreds of affordable-housing projects. Senate Banking Committee Chairman Tim Johnson (D-S.D.) and ranking member Richard C. Shelby (R-Ala.) said Monday that they will investigate the U.S. Department of Housing and Urban Development's HOME program, which delivers \$2 billion a year to local housing agencies to build and renovate homes around the country. Rep. Elijah E. Cummings (D-Md.), the ranking member of the House Committee on Oversight and Government Reform, also called for an investigation, sending a letter Tuesday to committee Chairman Darrell Issa (R-Calif.). A committee examination, Cummings wrote, "presents an opportunity for bipartisan and constructive oversight into the HOME program, the actions of developers who received U.S. taxpayer funds, and potential flaws in the block grant process that allegedly led to fraud, waste, and delay." A year-long Washington Post investigation, published this week, found that nearly 700 construction projects awarded \$400 million have been idling on HUD's books — some for a decade or longer — leaving a blighted trail of empty lots and abandoned buildings in neighborhoods across the country. HUD cuts checks but doesn't track the pace of construction and often fails to spot delayed or defunct projects. When the agency learns of a troubled deal, federal law does not give HUD the authority to compel local housing agencies to return money. "We are deeply concerned by these reports, particularly at a time when so many Americans are in need of affordable housing," Johnson and Shelby said in a joint statement. "Many communities across the country have successfully used HUD programs to create vital housing opportunities for their citizens. However, the Department of Housing and

Urban Development, like any government agency, has a duty to safeguard taxpayer funds. The Committee takes its oversight responsibilities very seriously, and we plan to get to the bottom of this issue.” HUD officials defended the HOME program this week, posting a letter on the agency’s Web site with the headline, “The HOME program works!” HUD said the agency has long been aware of construction delays with reasons that range from “perfectly legitimate to absolutely outrageous.” HUD noted that the 700 projects cited by The Post represent 2.5 percent of 28,000 active developments. Officials added that some of the projects are delayed because “we’re in the middle of a housing crisis in this country.” “In spite of examples of incompetence and outright mismanagement by certain local governments, overall the HOME Program works,” HUD wrote. The Post’s study was the first systemic examination of housing-production delays nationwide; HUD does not monitor construction, only how quickly its money is spent by local housing agencies. Because HUD’s data are limited, The Post used satellite images and verified the status of projects with 165 housing agencies nationwide. The Post did not attempt to track delays in HUD’s 28,000 open projects. Instead, The Post analyzed 5,100 major construction and renovation deals worth more than \$50,000, finding that one in seven face significant delays. Hundreds were launched before the housing crisis, taken on by developers who didn’t have the financial resources or experience to start or complete construction. Many of the projects are dead, but local housing agencies had failed to alert HUD. In addition to the 700 projects, The Post identified an additional 600 development deals that have never drawn any money even though it has been available for a year or more, tying up \$250 million. In January, HUD started canceling these projects. The number of stalled or abandoned projects, however, is probably much higher. Not included in The Post’s study were projects in “final draw,” meaning all of the allotted HUD funding had been drawn but the projects are still listed as open and incomplete in HUD’s records. The Post identified an additional 2,800 such projects worth \$1 billion. In some cases, the work had been completed, but local housing agencies failed to tell HUD. In other cases, however, projects were delayed or scrapped. The Post found abandoned projects in final draw in cities across the country.

Posted on Wed, May. 18, 2011

MEDIA HIT ON HOUSING PROGRAMS IS OFF TARGET

Posted at the site of the Huffington Post -- Posted: 05/17/11 06:33 PM ET

By Sunia Zaterman, Exec. Director, Council of Large Public Housing Authorities (CLPHA)

Whether by choice or chance, a recent Washington Post article highlights how easy it is to taint an entire portfolio of federal programs by highlighting problems at one. The paper began a series May 15 on problems in HUD's HOME program. The article details examples of poor decision-making and a lack of accountability at what it describes as "the federal government's largest housing construction program for the poor." Now, aside from the people who actually administer federal housing programs, who would doubt for a moment they are reading an indictment of public housing? A major problem, of course, is that the article has nothing to do with the nation's public housing program, and there is no effort to distinguish HOME from the plethora of available HUD programs. To be clear, HOME provides block grants to local municipalities, who in turn work with non-profits and private developers to develop affordable housing. (As HUD points out, the article also does not paint a fair picture of the program.) And whether accidentally or deliberately, the article implies that public housing is rife with the same

kinds of problems -- through repeated references to undefined local housing agencies, an accompanying pictorial that includes public housing properties, and throw-away lines about past public housing problems -- that money is being wasted, and that people with unmet housing needs are being ignored. That is simply not the case. Public housing is a multibillion dollar asset that is home to 2.2 million working families, seniors and people with disabilities. Over the last two decades, the single largest source of public investment in urban redevelopment has been through public housing's HOPE VI program. Research has consistently shown that entire neighborhoods have been transformed through HOPE VI, driving property taxes and local revenue up -- and driving crime rates down. Not only is money not being wasted here, it is producing an excellent return on investment.

A recent report found that using \$4 billion of Recovery Act funds invested in public housing capital projects, housing authorities renovated and developed nearly 380,000 sorely needed affordable housing units. Operating costs -- particularly for utilities -- will be lower in the future. That means a better use of tax dollars and less strain on scarce resources.

The report also found that:

- The economic impact of each \$1.00 in direct public housing authority (PHA) stimulus spending results in an additional \$2.12 of national indirect and induced economic activity for a total economic impact of \$3.12.
- The \$4 billion would generate nearly \$12.5 billion in national economic activity if these findings are representative of the work completed by all 3,100 agencies.
- On average, every \$1 million spent on Recovery Act capital projects created 26 jobs nationally, surpassing almost every other sector of the economy.
- The \$4 billion would create around 104,000 jobs if the work being performed by these PHAs is representative of all 3,100 PHAs.

As HUD Secretary Shaun Donovan said during our press conference announcing the report, "Any way you slice it, that's real bang for the buck. And that's smart government." (Note: this was not covered by the Washington Post.) At a time when the demand for affordable housing is growing much faster than the supply, when budget cuts threaten already burdened programs, we need reporting that tells the entire story. No program is without problems and the media plays a key role bringing those to light. But to really inform and educate, stories would include information about what can and does work. We are facing big problems as a nation. It is important to know that there are solutions.