



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2017-09-27 (4)

**Date:** September 27, 2017  
**To:** THA Board of Commissioners  
**From:** Michael Mirra  
Executive Director  
**Re:** Approval of THA's 2018 Moving to Work Plan

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*This resolution would authorize Tacoma Housing Authority's (THA) Executive Director to submit the Fiscal Year 2018 Moving to Work (MTW) Plan.*

### Background

Each year, THA proposes new MTW activities intended to meet the statutory goals of the MTW program:

- *Reduce costs and achieve greater cost effectiveness in federal expenditures;*
- *Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient; and*
- *Increase housing choices for low-income families.*

MTW "activities" are best described as new things THA wishes to do that require waiving Housing and Urban Development (HUD) regulations. Staff has gone through a community and staff consultation process resulting in no new proposed activities for FY2017. The process led to the proposal of a revision to an existing activity. The 2017 MTW Plan subject to approval of this resolution includes this revision.

This year, Aley Thompson met with operational and executive staff to understand the agency's MTW needs and priorities. Rental Assistance, Property Management and Community Services teams were consulted at their regularly scheduled department meetings. Results of the consultation process informed which new activity ideas and/or revisions to existing activities would be included in the MTW Planning memo to THA's Cabinet for inclusion in the 2018 planning process.

While many of staff's suggestions would not require further MTW flexibility, staff voiced the desire to take another look at many of THA's existing activities and their policy implications. Examples include portability policies, the Housing Opportunity Program payment standard



amount and the Family Self-Sufficiency program pay points. Revisions to these policies will require further research and staff time and are not being presented to the Board at this time for approval. Many of the ideas that came out of staff feedback were important and deserve further follow up. The follow up will need to occur after we have made it through other pressing agency tasks such as the OpenDoor development and implementation, the RAD conversion at Salishan, development of business processes for the agency, and improving THA's voucher utilization.

## **2017 MTW Plan**

The 2017 MTW Plan does not include any new activities but does include one revision to an existing activity. THA is proposing a revision to its existing "Local Security and Utility Deposit Program." It will be retitled "Rental Assistance Success Initiative" and will allow THA to offer more than utility allowances. It will also allow THA to work with its participants and property owners to develop incentive programs to encourage property owners to put their units on the program.

Any changes to the MTW Plan that are approved by the board and HUD will be updated in THA's Administrative Plan.

The draft plan can be viewed by following this link:

[https://www.tacomahousing.net/sites/default/files/2018\\_mtw\\_plan\\_-\\_working\\_document\\_2017-8-7.pdf](https://www.tacomahousing.net/sites/default/files/2018_mtw_plan_-_working_document_2017-8-7.pdf)

## **Community and Staff Consultation**

During the planning process, there has been a wide range of community and staff input. There were staff brainstorming sessions and feedback from those meetings. After receiving approval from the Cabinet to go through the public hearing process, THA has taken the following actions to receive feedback:

- Executive leadership consultation.
- Staff planning sessions.
- Public comment notice and draft MTW Plan made available on THA's website.
- Public Hearing for current residents and all interested parties on August 31<sup>st</sup>.
- Public Hearing for current property owners and managers on September 11<sup>th</sup>.

THA received robust public comment during its meetings with property owners and managers. That feedback led to the revision to THA's MTW activity in order to allow THA and its partners to develop incentive programs to increase voucher utilization. All of the comments that THA received are included in the MTW Plan. THA asked the property owners three questions during these meetings. Highlights include the following:

- 1. What does THA do well? Is there something about THA's programs and the people we serve that motivates you to participate in the voucher program?**
  - *Communication between THA and landlords is timely, informative and helpful*
  - *On-time and consistent payments*
  - *Client/Housing Specialist participation/follow-up is fabulous*
  - *Housing Specialists support landlords in enforcing the rules and do so very well*

- *THA stays up to date with state and city laws*
- *Appreciates THA's work in providing financial support to vulnerable people in Tacoma*
- *Appreciates being able to help families to have a safe place to live*
- *Direct deposit of THA's portion*
- *The rental listing in the front lobby*

**2. How could THA improve? What dissatisfies you about the voucher program?**

- *Rent increase requests should be reduced to 30 days' notice*
- *Occasionally payments are received from tenants in 2, 3, 4 payments in varying amounts as they have funds. It's very inconsistent and time consuming for landlords. If tenant payments were made to THA and then paid out once received in full – that would be easier for landlords*
- *Tenants are left to landlords for compliance/limited influence over the client*

**3. What could THA or the City of Tacoma do to make you more interested or ability to make housing available to low-income families?**

- *Lease with county to reduce property taxes on homes accepting voucher holders*
- *Allow landlords to pre-certify units as having passed THA inspections so they can advertise "section 8 approved"*
- *Continue grant opportunities for participating landlords*
- *Reimbursement to landlords for damages that exceed security deposit*
- *Hold tenants accountable for property destruction and money owed*
- *Pay market rents*
- *City funded deposit assistance*

### **Recommendation**

Authorize THA's Executive Director to submit the Housing Authority of the City of Tacoma's Fiscal Year 2018 Moving to Work (MTW) Plan.





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### Certifications of Compliance

**Annual Moving to Work Plan  
Certifications of Compliance**

**U.S. Department of Housing and Urban  
Development, Office of Public and Indian  
Housing**

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the PHA fiscal year beginning 2018, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA conducted a public hearing to discuss the Plan and invited public comment.
2. The PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
3. The PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1.
4. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
5. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
6. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.

7. The PHA will affirmatively further fair housing by examining its programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.

8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.

9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.

10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

11. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.

12. The PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).

15. The PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.

16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.

17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.

19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).

20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.

21. All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

Housing Authority of the City of Tacoma    WA005

**PHA Name**

**PHA Number/HA Code**

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Janis Flauding

**Name of Authorized Official**

Chair

**Title**

Signature

Date

\*Must be signed by either the Chairman or Secretary of the Board of the PHA's legislative body. This certification cannot be signed by an employee unless authorized by the PHA Board to do so. If this document is not signed by the Chairman or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.