



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2017-12-13 (2)

**Date:** December 13, 2017  
**To:** THA Board of Commissioners  
**From:** Michael Mirra  
Executive Director  
**Re:** MTW Reserve Commitment

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*This resolution would update the Board's commitment of Tacoma Housing Authority's (THA) Moving to Work (MTW) reserves. These reserves are essential for purposes vital to THA's mission and to cover important obligations.*

### Background

THA is an MTW agency, and therefore subject to Housing and Urban Development (HUD) Cash Management rules. At the moment, any eligible Housing Assistance Payment (HAP) funds not reported on the agency's month report as HAP expenditures remain at HUD until the agency submits a request based on expenditures to draw it down.

Furthermore, HUD is not requiring MTW agencies to report on the status of their commitments on their Voucher Management System (VMS) report annually.

Over the years, THA has built up reserves in both its MTW and Business Activity areas. In doing so, the agency plans for the future in both capital and operational areas, and identifies areas where the Reserve funds will allow THA to move forward on accomplishing its goals.

Formally committing these funds with Board approval is a useful planning tool. It also helps HUD understand their purposes.

Resolution 2016-12-14(9) provided the latest approved list of commitments for 2017. This resolution will update the agency commitments based on the 2018 Budget.

### Recommendation

Approve Resolution 2017-12-13(2) committing THA MTW reserves as identified in the attached Schedule of MTW Reserve Commitments.



# TACOMA HOUSING AUTHORITY

## **RESOLUTION 2017-12-13 (2) (Commitment of Moving to Work Reserves)**

**WHEREAS**, For THA has to be effective in its mission it must plan its use of financial resources over multi-year periods and has assembled reserves for those purposes; and

**WHEREAS**, The Authority has assembled adequate reserves for those purposes through its responsible prudent, and patient management and budgeting; and

**WHEREAS**, The attached Schedule of MTW Reserve Commitments updates Resolution 2016-12-14(9), and reflects the Authority's current plans for such capital and operational expenditures of MTW reserves; and

**WHEREAS**, The Authority intends to include a Schedule of MTW Reserve Commitments in the MTW annual report, including language that allows for shifting monies between the identified commitments; now, therefore, be it

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

1. The Board authorizes commitments of the Authority's MTW Reserves as outlined in the attached Schedule of MTW Reserve Commitments, subject to adjustment in future budgets and budget revisions.
2. The Board authorizes the Executive Director to include the latest MTW Reserve Commitments in the annual MTW Report submitted to HUD.

**Approved: December 13, 2017**

  
Janis Flauding, Chair



# Resolution 2017-12-13 (2) Backup

## Schedule of MTW Reserve Commitments

Planned Expenditure	Current Commitment	Revised Commitment	Planned Expenditure Date
Renovation/Remodel of Salishan Family Investment Center	\$ 669,100	\$ 1,241,650	12/31/2018
Renovation of Salishan Maintenance Shop	\$ 286,500	Included in FIC Remodel	
Software Conversion (Open Door/Intacct)	\$ 150,000	\$ 500,000	6/30/2017
Education Projects - McCarver & Others	\$ 310,000	\$ 310,000	12/31/2020
Children Savings Account Cohort	\$ 270,000	\$ 270,000	12/31/2020
Affordable Housing (Re)/Development (Hilltop)	\$ 2,500,000	\$ 2,500,000	12/31/2020
Bay Terrace 3 Funding Gap	\$ -	\$ 2,500,000	12/31/2020
<b>Total Committed Funds</b>	<b>\$ 4,185,600</b>	<b>\$ 7,321,650</b>	