



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, November 19, 2014

(The italicized font indicates quorum changes gained/lost/or maintained in the document).

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at 5317 South Orchard Street Tacoma, WA at 4:45 PM on Wednesday, November 19, 2014.

1. CALL TO ORDER

Vice Chair Banks called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 4:55PM.

2. ROLL CALL

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

PRESENT	ABSENT
Commissioners	
Arthur C. Banks, Vice Chair	Stanley Rumbaugh, Chair
Janis Flauding, Commissioner	Rose Lincoln Hamilton, Commissioner
Minh-Anh Hodge, Commissioner	
Staff	
Michael Mirra, Executive Director	
Christine Wilson, Executive Administrator	
Ken Shalik, Finance and Administration Director	
April Black, REMHS Director	
Todd Craven, Administration Director	

Vice Chair Banks declared there was a quorum present @ 4:56 and proceeded.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Vice Chair Banks asked for any corrections to or discussion of minutes for the Regular Session of the Board of Commissioners for Wednesday, October 22, 2014. Commissioner Flauding moved to adopt the minutes, Commissioner Hodge seconded.

Upon roll call, the vote was as follows:

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

Motion approved.

4. GUEST COMMENTS

Councilmember Anders Ibsen presented a proposal pending before the Tacoma City Council that would require certain employers to provide paid sick and safe leave ordinance for their employees. The guiding principles include healthy workers and families, economic justice, and business prosperity. He noted that several cities and states have passed a similar requirement as a social justice and economic issue. He recounted some details of the proposal. He noted the levels of support from other organizations, including the Tacoma Human Rights Commission, the Tacoma- Pierce County Chamber of Commerce, Washington Restaurant and Washington Retailers Associations. Councilmember Ibsen requested the THA Board to formally endorse the ordinance. Vice Chair Banks thanked the Councilmember for attending the meeting and providing background information on the initiative. Since only three commissioners were in attendance this evening, Vice Chair Banks stated he would like the other two commissioners to weigh-in as well at our meeting in December.

5. COMMITTEE REPORTS

Real Estate Development Committee – None

Finance Committee – Commissioner Lincoln Hamilton met with Director Shalik. She was not present this evening to provide the report.

Citizen Oversight Committee – No report

6. ADMINISTRATIVE REPORTS

Executive Director

ED Mirra directed the board to his report. He discussed the ongoing MTW extension discussions with HUD and other MTW PHAs. The discussions have been challenging. He hopes to report more news at the next board meeting. The Washington State Legislative Session begins in January. THA will submit requests for the state to include funding for Bay Terrace Phase 2 and the Hilltop Lofts in the 2015 capital budget.

Finance

Director Shalik directed the board to his report. He spoke to the ongoing budget discussions and the proposed 2015 budget. ED Mirra added that THA will budget to the 2014 budget levels. They reviewed THA's budget principles that guide the budget drafting.

Vice Chair Banks called to adopt a consent motion ratifying the payment of cash disbursements totaling \$4,169,181 for the month of September. Commissioner Flauding moved to ratify the payment of cash disbursements. Commissioner Hodge seconded.

Upon roll call, the vote was as follows:

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

Motion approved.

Vice Chair Banks called to adopt a consent motion ratifying the payment of cash disbursements totaling \$4,865,598 for the month of October. Commissioner Flauding moved to ratify the payment of cash disbursements. Commissioner Hodge 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 Black directed the board to her report. She announced good news that Bay Terrace Phase 2 is 100% leased up. There was discussion on the increased number of

days for unit turns. Staff has been working on the transfer list identifying those who can move to Bay Terrace. This has created additional vacancies within the portfolio. Additionally, the meth test kits were back ordered which slowed down the testing process. Adding to the backlog have been staff absences and a high vacancy rate. The Rental Assistance Department is issuing HOP vouchers through the end of the year. Director Black provided an update on two issues from the October board meeting. Ms. Kaylan Ardora has stated a concern about rent increases and Chair Rumbaugh's asked about youth aging out of the juvenile justice system and whether the New Nativity House of Catholic Community Services will accept them. Staff met with Ms. Ardora and received a public records request to review documents mailed to Bay Terrace residents. To date, the mailer Ms. Ardora mentioned has not been located within THA systems or brought forward by Ms. Ardora or any other Bay Terrace resident. Related to youth aging out of the juvenile justice system, she is suggesting that both Catholic Community Services and Access Point 4 Housing attend a board meeting to discuss their programs. Vice Chair requested a presentation in January. Commissioner Flauding thanked staff for meeting with Ms. Adora and listening to her concerns.

Real Estate Development

ED Mirra presented the board report on behalf of Director McCormick. THA will submit applications to the state housing trust fund and the City of Tacoma for capital dollars for the following projects: Bay Terrace Phase 2 and Hilltop Lofts. Metro Parks continue to work on a Community Center just south of Salishan. They have asked THA to help in their search for funding. THA will not have any capital dollars to contribute, however, we will be useful where we can. Vice Chair Banks will participate in MetroParks's Community Center Advisory Board.

Community Services

ED Mirra presented the board report on behalf of Director Claycamp. THA received year three data for the McCarver Special Housing Project. The McCarver expansion discussion will begin in December between THA and Tacoma School District. THA received word from the City of Tacoma that it has received preliminary recommendations to fund a McCarver case worker for one-year. A McCarver Advisory Board will reconvene. ED Mirra announced that Jean Brownell has been hired as THA's new Education Project Manager and Andrea Cobb has been hired as THA's Children's Matched Savings Accounts Project Manager. They both will attend the BOC meeting in January.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 RESOLUTION 2014-11-19 (1), SCATTERED SITE PUBLIC HOUSING HOMEOWNERSHIP

Whereas, THA does not receive enough money from the Public Housing Capital Funds program or rents to adequately maintain the public housing portfolio;

Whereas, THA's recent Rental Assistance Demonstration (RAD) application to HUD to convert its public housing stock to section 8 financing commits THA to financing the portfolio's rehabilitation;

Whereas, to afford that financing and the rehabilitation, THA needs the money available from the sale of its scattered site public housing single-family homes;

Whereas, managing those scattered single-family homes imposes a disproportionate burden on THA's property management capacity, which is better suited for managing apartment building or townhomes communities.

Whereas, a Section 32 disposition approval from HUD allows THA sell the homes in a way to provide homeownership to current occupants and other residents receiving THA subsidy and other low income families in Tacoma;

Whereas, THA is also prepared to offer residents who do not purchase their homes housing in other parts of THA's portfolio or a tenant-based housing voucher.

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

1. The Executive Director has the authority to submit a Section 32 application to HUD for the sale of thirty-four (34) single family scattered site public housing homes.

Approved: November 19, 2014 _____
Stanley Rumbaugh, Chair

Commissioner Flauding motioned to approve the resolution. Commissioner Hodge seconded the motion.

Upon roll call, the vote was as follows:

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

Motion Approved: November 19, 2014 _____
Stanley Rumbaugh, Chair

8.2 RESOLUTION 2014-11-19 (2), PAYMENT STANDARDS FOR HOUSING CHOICE VOUCHER PROGRAM

Whereas, HUD updates its Fair Market Rents annually.

Whereas, housing authorities may adopt payment standards between 90-110% of the effective Fair Market Rents.

Whereas, THA will adopt payment standards that are appropriate based on household leasing data and available rental market data.

Whereas, these payment standards will go into effect for annual reexaminations, moves and new admissions effective on or after October 1, 2014.

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington, as follows:

1. THA shall set its payment standards at 90% of the current Fair Market Rents for all payment standards that do not meet the threshold, keep the zero and one bedroom payment standards the same, and make retroactive payments to households whose moves or recertification's occurred after October 1st.

Approved: November 19, 2014 _____
Stanley Rumbaugh, Chair

Commissioner Flauding motioned to approve the resolution. Commissioner Hodge seconded the motion.

Upon roll call, the vote was as follows:

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

Motion Approved: November 19, 2014 _____
Stanley Rumbaugh, Chair

8.3 RESOLUTION 2014-11-19 (3), WASHINGTON YOUTH AND FAMILY FUND: APPROVING MEMORANDUM OF UNDERSTANDING

A RESOLUTION of the Board of Commissioners of the Housing Authority of the City of Tacoma

Whereas, in 2009 THA signed the memorandum of understanding (MOU) expanding and reaffirming the Washington Families Fund (WFF). In doing so, it joined Governor Gregoire, the county executives of Pierce, King and Snohomish Counties, the mayors of Tacoma, Seattle, and Everett, eleven major Puget Sound foundations including the Bill & Melinda Gates Foundation and the Greater Tacoma Community Foundation, and the public housing authorities of Seattle, King County, Pierce County, Snohomish County and Everett.

Whereas, WFF has become the state's leading effort to raise and organize public and private financing, data, expertise, and program providers to make family homelessness in Washington State rare, brief and, for those who must experience it, a one-time event.

Whereas, there is must more work to do.

Whereas, the signatories of WFF seek to expand WFF to address not only the homelessness of families with children but also the homelessness of youth without families. They seek to add community colleges and workforce organizations to the collaboration. They propose to do this with a new MOU creating the Washington Youth and Families Fund. A copy is attached.

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

1. The executive director is authorized to sign a new MOU in substantially the form set forth in the attachment.

Approved: November 19, 2014

Stanley Rumbaugh, Chair

Commissioner Flauding motioned to approve the resolution. Commissioner Hodge seconded the motion.

Upon roll call, the vote was as follows:

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

Motion Approved: November 19, 2014

Stanley Rumbaugh, Chair

9. COMMENTS FROM COMMISSIONERS

None

10. EXECUTIVE SESSION

None

11. ADJOURNMENT

There being no further business to conduct the meeting ended at 6:15 PM.

APPROVED AS CORRECT

Adopted: December 17, 2014



Stanley Rumbaugh, Chair