



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, February 26, 2014

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at 2302 – 6th Avenue, Tacoma, WA at 4:45 PM on Wednesday, February 26, 2014.

1. CALL TO ORDER

Chair Mowat called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 4:56 PM.

2. ROLL CALL

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

| PRESENT | ABSENT |
|---|---|
| Commissioners Greg Mowat, Chair Stanley Rumbaugh, Vice Chair (arrived at 5:10 PM) | Arthur C. Banks, Commissioner Janis Flauding, Commissioner |
| Rose Lincoln Hamilton, Commissioner | |
| Staff Michael Mirra, Executive Director Christine Wilson, Executive Administrator Ken Shalik, Finance and Director April Black, REMHS Director Barbara Tanbara, Human Resources Director Greg Claycamp, Community Services Director Kathy McCormick, RED Director Todd Craven, Administration Director | |

Chair Mowat declared there was not a quorum present @ 4:57 PM.
Vice Chair Rumbaugh arrived at 5:10 PM, a quorum was present.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Chair Mowat asked for any corrections to or discussion of minutes for the Regular Session of the Board of Commissioners for Wednesday, January 22, 2014.
Commissioner Rumbaugh moved to adopt the minutes, Commissioner Lincoln Hamilton seconded.

Upon roll call, the vote was as follows:

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

Motion approved.

4. GUEST COMMENT

No quorum present, minutes were not taken.

5. COMMITTEE REPORTS

Real Estate Development Committee – Commissioner Rumbaugh stated the committee convened the previous evening. Topics included potential acquisitions, selling THA owned properties, and other investment opportunities. A policy question surfaced related to projects that include both affordable housing units and market rate units and what the project percentages between the two housing types should be.

Finance Committee – Commissioner Lincoln Hamilton stated the financials are in order and stated that she appreciates Director Shalik’s conservative budget writing. She congratulated Director Shalik and THA staff in their efforts to keep expenses down.

Citizen Oversight Committee – Chair Mowat provided a report for Commissioner Banks. Bay Terrace is coming right along; the project is nearing 65% completed. The community building should be completed by the end of February. He also reported the Section 3 new hires have exceeded the projected goals for this project. Citizen Oversight Committee members were pleased with the news.

6. ADMINISTRATIVE REPORTS

Executive Director

ED Mirra referred the board to his report and welcomed questions. He reported that HUD agreed to extend the MTW contracts by 10 years. They will now expire in 2028. THA remains hopeful that HUD will approve THA’s RAD application. THA’s application is about 6,000 units above the current congressional cap of 60,000 units. Knowledgeable people think Congress is likely to raise the cap. ED Mirra discussed THA’s rent reform proposal to thin the soup and take the discussion to the community. With the passage of the two-year federal budget at levels our schedule to get this done is not as urgent. Accordingly, he is recommending that THA push back the schedule. This will allow THA to refine its proposal to answer the important questions that our internal discussion has raised. Commissioner Rumbaugh agreed the urgency has moderated. He and Commissioner Lincoln Hamilton also noted that the long term budget prospects

remain discouraging. Rent reform is necessary for long term sustainability. The board agreed to delay the rent reform schedule time. ED Mirra will submit a new schedule to the board. ED Mirra directed the BOC to the pie chart included in his board report showing THA as a regional asset in who it serves and how it spends its money. Due to the limited availability of BOC and staff, Chair Mowat requested to cancel the BOC March meeting. The board agreed.

Finance

Director Shalik directed the board to the finance report. He expressed appreciation for Commissioner Lincoln Hamilton as the board's finance committee. The 2013 financial books are now closed and documents will be submitted the end of this month. He has been working to establish a line of credit for real estate opportunities. In reply to a question from Commissioner Rumbaugh Director Shalik reported that the interest rate for the line of credit will be approximately 3-4 %. Director Shalik presented the December 2013 financials. Discussion ensued regarding the capital fund operating budget.

Commissioner Lincoln Hamilton moved to ratify the payment of cash disbursements totaling \$6,960,320 for the month of January, 2014. 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 Black directed the board to her report. The long pending unit turns have now been completed. Bergerson Terrace has water intrusion in several units; she will keep the board updated as she learns more. HUD will conduct a management review in March. It will focus on tenant files, work orders, and capital funds. THA will also undergo five REAC inspections scheduled in April and May. HUD is using a new software program for the REAC inspections that is said to be more reliable and to produce better scores than past systems. THA has contracted with a firm to review its operations to help THA reduce its Per Unit Per Year (PUPY) costs. Director Black announced that Jason Nepson will lead the maintenance division of her department.

Real Estate Development

Director McCormick directed the board to her report. She updated the board on the LASA project. She reported on possible projects; the Winthrop; Point Ruston Partnership; Trinity Presbyterian and its neighbors; and the YWCA.

Community Services

Director Claycamp directed the board to his report. He distributed a newsletter his department created. It goes to our seven senior/disabled buildings. He invited board suggestions on what it would like to see in his department’s monthly report. He reviewed the goals included in his report. Those goals currently include expanding outreach efforts to clients, provide a much more comprehensive view of Community Services work product, and consider exit outcomes. The board requested to see goal outcomes leveraging partnerships and special projects. Director Claycamp reviewed the McCarver report. The program is based on a three-legged stool approach and stated the third leg needs to be strengthened. The third leg involves families increasing their household income. Some of these families are not capable of work. Commissioner Rubaugh asked why we would expect better outcomes from the HOP families comparatively with McCarver families. Director Claycamp stated the McCarver families came out of more dire situations than the average HOP household and have more challenges.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 RESOLUTION 2014-2-26 (1), 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 available rental market data.

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

- 1. Approve Resolution 2014-02-26 (1) authorizing THA to adopt payment standards for Salishan, Hillside Terrace and Bay Terrace at the following levels:

| Proposed THA Payment Standard | | | | | |
|-------------------------------|-----------|-----------|-----------|-----------|-----------|
| Studio | 1 bedroom | 2 bedroom | 3 bedroom | 4 bedroom | 5 bedroom |
| \$668 | \$786 | \$981 | \$1428 | \$1609 | \$1850 |

This change will be made retroactive to January 1, 2014.

Commissioner Rumbaugh motioned to approve the resolution. Commissioner Lincoln Hamilton seconded the motion.

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

Motion Approved: February 26, 2014

Greg Mowat, Chairman

9. COMMENTS FROM COMMISSIONERS

Chair Mowat attended the Housing Forum sponsored by Congressman Denny Heck. He was pleased to hear strong support of affordable housing issues from the audience and our congressional delegation.

10. EXECUTIVE SESSION

None

11. ADJOURNMENT

There being no further business to conduct the meeting ended at 6:41 PM.

APPROVED AS CORRECT

Adopted: April 23, 2014



Greg Mowat, Chairman
STAN RUMBAUGH VICE CHAIRMAN