



# TACOMA HOUSING AUTHORITY

## BOARD OF COMMISSIONERS MEETING MINUTES SPECIAL SESSION THURSDAY, JUNE 30, 2022

The Commissioners of the Housing Authority of the City of Tacoma met in Special Session via Zoom on Thursday, June 30, 2022, at 12:00 pm to discuss OPEIU Collective Bargaining Agreement, North Highland Court Financing and Other Acquisition Approvals.

### 1. CALL TO ORDER

Chair Rumbaugh called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 12:05 pm.

### 2. ROLL CALL

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

PRESENT	ABSENT
<b>Commissioners</b>	
Chair Stanley Rumbaugh	
Vice Chair Shennetta Smith (12:04 pm)	
	Commissioner Derek Young
Commissioner Dr. Minh-Anh Hodge	
	Commissioner Pastor Michael Purter
<b>Staff</b>	
April Black, Executive Director	
Sha Peterson, Executive Initiatives Officer	
Julie LaRocque, Interim Deputy Executive Director	
Jorge Perez, Finance Director	
Jeanne Thurston, Human Resources Director	
Frankie Johnson, Property Management Director	
Marquis Jenkins, Interim Property Management Director	
Sandy Burgess, Administrative Services Director	
Aley Thompson, Interim Rental Assistance Director	
Cacey Hanauer, Client Support and Empowerment Director	
Katie Escudero, Interim Policy, Innovation and Evaluation Director	

Chair Rumbaugh declared there was a quorum present at 12:06 pm and proceeded.

### 3. NEW BUSINESS

#### 8.1

#### RESOLUTION 2022-06-30 (1) (Approval of Extending Collective Bargaining Agreement with OPEIU)

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

WHEREAS, The collective bargaining agreement (CBA) between the Housing Authority of the City of Tacoma (THA) and the Office and Professional Employees International Union, Local 8 (OPEIU) will expire on June 30, 2022; and

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WHEREAS, OPEIU gave timely notice to THA to reopen negotiations for a new CBA; and

WHEREAS, THA and OPEIU have not have the opportunity to begin negotiations; and

WHEREAS, THA and OPEIU have reached an agreement to extend the existing CBA for one year; and

WHEREAS, OPEIU has signed the attached MOU; now, therefore, be it Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

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

1. Extend the current Collective Bargaining Agreement with the Office and Professional Employees International Union, Local 8 through June 30, 2023.
2. Allow the continuance of salary increases for all-staff which has been allowed for the past four years.
3. In summary, allow:
  - a. A 5% across-the-board increase process in July 09, 2022.
  - b. A 2% budget for the Variable Pay budget for 2022/2023.
  - c. An employee who was hired or promoted between April 1, 2022 and May 31, 2022 will receive a general wage increase of 2.5%.
  - d. THA temporary employees are not eligible for this increase.
4. Effective Date. This resolution shall be in full force and effect from and after its adoption and approval.

Approved: June 30, 2022

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Stanley Rumbaugh, Chair

Vice Chair Smith motioned to approve the resolution. Commissioner Hodge seconded the motion. Having the objections, the resolution was unanimously approved.

Upon roll call, the vote was as follows:

AYES: 3  
NAYS: None

Abstain: None  
Absent: 2

**Motion Approved:** June 30, 2022

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Stanley Rumbaugh, Chair

**8.2 RESOLUTION 2022-06-30 (2)  
(Authorization to Enter Into Property Management Services Agreement and to Finance a Portion of the Costs of Acquisition of the North Highland Court Apartments)**

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

**Whereas**, RESOLUTION 2021-6-23 (1), RESOLUTION 2022-01-26 (2), and RESOLUTION 2022-6-10 (1) previously authorized THA to acquire the Property at a negotiated price of \$6,200,000.00 in lieu of condemnation; and

**Whereas**, RESOLUTION 2022-6-10 (1) in particular authorized THA to proceed with the closing of the purchase of the Property and to take any and all actions necessary in connection therewith; and

**Whereas**, the Executive Director recommends that the THA enter into an agreement with Spinnaker Property Management to provide property management services for the Property; and

**Whereas**, the Executive Director recommends that the THA borrow up to \$3,000,000 from Banner Bank, up to \$3,300,000 from the Washington State Department of Commerce, and such additional funds from other sources that the Executive Director deems appropriate, to finance the acquisition of the Property; and

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

**Section 1:** RESOLUTION 2021-6-23 (1), RESOLUTION 2022-01-26 (2), and RESOLUTION 2022-6-10 (1) are incorporated herein by reference.

**Section 2:** April Black, as Executive Director of THA, is authorized on behalf of THA to negotiate and enter into an agreement with Spinnaker Property Management to provide property management services for the Property (“Property Management Agreement”).

**Section 3:** The Executive Director is authorized on behalf THA to enter into one or more loans in connection with the acquisition of the Property, including (a) a first-position secured loan of up to \$3,000,000 from Banner Bank, (b) a second-position secured loan of up to \$3,300,000 from the Washington State

Department of Commerce, and (c) such additional loans from such additional lenders and on such additional terms as may be determined in the Executive Director's discretion (each a "Loan").

**Section 4:** In connection with the Loans, the Executive Director is authorized to execute on behalf of THA and in its name all documents and instruments related to each Loan, including but not limited to: loan agreements, promissory notes, deeds of trust, escrow instructions, settlement statements, and any additional documents and instruments as may be reasonably required to complete such purchase of the Property and enter into the Loans.

**Section 5:** The Executive Director is authorized to expend such funds as are necessary to pay for all application fees, financing fees, and other costs relating to the actions authorized by this Resolution.

**Section 6:** In connection with the Property Management Agreement and the Loan, the signature of April Black, as Executive Director, shall bind the THA to the same extent as if the Board of Commissioners had executed the document or instrument. These Resolutions may be relied upon by Spinnaker Property Management, Banner Bank, the Washington State Department of Commerce, any other lender, and any title insurance company insuring the title of the Property or any portion of it.

Commissioner Hodge motioned to approve the resolution. Vice Chair Smith seconded the motion.

Upon roll call, the vote was as follows:

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

**Motion Approved:** June 30, 2022

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Stanley Rumbaugh, Chair

## 10. ADJOURNMENT

There being no further business to conduct, the meeting ended at 12:17 pm.

**APPROVED AS CORRECT**

**Adopted:** August 24, 2022

  
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Shennetta Smith, Chair