



TACOMA HOUSING AUTHORITY
BOARD OF COMMISSIONERS

BOARD PACKET

JANUARY 28, 2026



**Tacoma
Housing
Authority**

902 S L St, Suite 2A · Tacoma, WA 98405
Phone (253) 207-4400 · Fax (253) 207-4440
www.tacomahousing.org

REGULAR MEETING

BOARD OF COMMISSIONERS

JANUARY 28, 2026

The Board of Commissioners of the Housing Authority of the City of Tacoma will hold a Regular Meeting on **Wednesday, January 28, 2026, at 4:45 pm via Zoom and at 902 South L Street, Tacoma, WA 98405.**

Join Zoom Meeting

<https://us06web.zoom.us/j/89827446781?pwd=VxwlBRt9xBaQaldCXFgpSP2UVdFX7g.1>

Meeting ID: 898 2744 6781 | **Passcode:** 502518 | **Dial:** (253) 215-8782

The site is accessible to people with disabilities. Persons who require special accommodations should contact Sha Peterson (253) 207-4450, before 4:00 pm the day before the scheduled meeting.

I, Sha Peterson, certify that on or before 5 days prior to meeting, the Public Meeting Notice was mailed/emailed before:

City of Tacoma	747 Market Street, Room 800 Tacoma, WA 98402	CityClerk@cityoftacoma.com
Northwest Justice Project	715 Tacoma Avenue South Tacoma, WA 98402	
KCPQ-TV/Channel 13	1813 Westlake Avenue North Seattle, WA 98109	tips@q13fox.com
KSTW-TV/CW 11	1715 East Madison Street Seattle, WA 98122	cw11@kstwtv.com
KNKX	930 Broadway Tacoma, WA 98402	info@knkx.org
Tacoma News Tribune	2602 S. 38th Street, Suite A PMB3 Tacoma, WA 98409	newstips@thenewstribune.com

and other individuals and organizations with residents reporting applications on file.

Sha Peterson
Records and Public Disclosure Manager



AGENDA
TACOMA HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
JANUARY 28, 2026, 4:45 PM

902 South L Street, Tacoma, WA 98405, 2nd Floor Conference Room

Join Zoom Meeting

<https://us06web.zoom.us/j/89827446781?pwd=VxwIBRt9xBaQaldCXFgpSP2UVdFX7g.1>

Meeting ID: 898 2744 6781 / Passcode: 502518 / Call (253) 215-8782

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES AND 2026 BOARD MEETING SCHEDULE

3.1. Minutes of December 10, 2025—Regular Session

3.2. Motion to Approve Updated 2026 Board Meeting Schedule

4. GUEST COMMENTS

The Tacoma Housing Authority Board of Commissioners welcomes comments and feedback from members of the public. During the public comment period, comments are limited to three minutes per speaker, and there will not be a substantive response. Once each speaker is finished, their comment will be acknowledged and thanked, and then the Board will move onto the next speaker.

5. COMMITTEE REPORTS

5.1 Real Estate Development Committee

5.2 Finance and Audit Committee

5.3 Community Partnerships and Advocacy Committee

5.4 Education, Housing, Services, and Partnerships Committee

6. FINANCE REPORT

6.1 Ratifying Cash Disbursement for November 2025

6.2 Ratifying Cash Disbursement for December 2025

7. AGENCY UPDATES

8. NEW BUSINESS

- | | | |
|-----|----------------|---|
| 8.1 | 2026-01-28 (1) | Authority to Execute Legal Services Contracts |
| 8.2 | 2026-01-28 (2) | Authority to Enter Into an Interlocal Agreement with King County Housing Authority for Arbitrage Rebate Compliance Services |
| 8.3 | 2026-01-28 (3) | Administrative Plan Change Approvals |
| 8.4 | 2026-01-28 (4) | Approval for Up to 171 Property Based Subsidies on Housing Hilltop North & South |
| 8.5 | 2026-01-28 (5) | Authority to Enter Into an Interlocal Agreement with King County Housing Authority for Third-Party Property Management Services with Allied Residential |

9. COMMENTS FROM THE COMMISSIONERS

10. ADJOURNMENT



TACOMA HOUSING AUTHORITY

MINUTES



BOARD OF COMMISSIONERS MEETING MINUTES

REGULAR SESSION WEDNESDAY, DECEMBER 10, 2025

The Commissioners of the Housing Authority of the City of Tacoma (THA) met in Regular Session at 902 South L Street, Tacoma, WA 98405 at 4:45 pm on Wednesday, December 10, 2025.

1. CALL TO ORDER

Chair Rumbaugh called the meeting to order at 4:47 pm.

2. ROLL CALL

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

PRESENT	ABSENT
COMMISSIONERS	
Chair Stanley Rumbaugh	
Vice Chair Minh-Anh Hodge	
Commissioner Athena Dunn	
Commissioner Derek Young	

Chair Rumbaugh declared there was a quorum present at 4:48 pm and proceeded.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Chair Rumbaugh asked for any corrections to or discussion of minutes for the Regular Session of the Board of Commissioners for Wednesday, November 5, 2025. Commissioner Dunn moved to adopt the minutes. Commissioner Young seconded.

Upon roll call, the vote was as follows:

AYES: 4
NAYS: 0
Abstain: 0
Absent: 0

Motion approved.

Chair Rumbaugh asked for any corrections to or discussion of minutes for the Special Session of the Board of Commissioners for Wednesday, November 21, 2025. Commissioner Dunn moved to adopt the minutes. Commissioner Young seconded.

Upon roll call, the vote was as follows:

AYES:	4
NAYS:	0
Abstain:	0
Absent:	0

Motion approved.

Chair Rumbaugh asked for a motion to approve the 2026 Board Commissioners' schedule. Commissioner Young moved to adopt the minutes. Commissioner Dunn seconded.

Upon roll call, the vote was as follows:

AYES:	4
NAYS:	0
Abstain:	0
Absent:	0

Motion approved.

4. GUEST COMMENTS

None.

5. COMMITTEE REPORTS

5.1 REAL ESTATE DEVELOPMENT COMMITTEE—CHAIR STANLEY RUMBAUGH, VICE CHAIR MINH-ANH HODGE

The committee convened to discuss the possibility of closing the loan for Housing Hilltop, noting that prospects were better than before. They also talked about Aviva and how to handle blocked parcels with commercial leases, considering future plans for those properties. One potential buyer was interested but preferred to wait until the lease expired before making an offer. While the Tacoma Housing Authority (THA) can continue marketing commercial properties as such, this is not aligned with its usual business processes.

5.2 FINANCE AND AUDIT COMMITTEE—COMMISSIONER DEREK YOUNG, COMMISSIONER ATHENA DUNN

A committee meeting was held yesterday to review the budget, during which all questions were addressed.

5.3 COMMUNITY PARTNERSHIPS AND ADVOCACY COMMITTEE —COMMISSIONER ATHENA DUNN

Nothing to report.

5.4 EDUCATION, HOUSING SERVICES AND PARTNERSHIPS COMMITTEE —VICE CHAIR MINH-ANH HODGE, COMMISSIONER DEREK YOUNG

The committee did not meet.

6. FINANCE REPORT

FINANCE

Finance Department (FD) Director Rich Deitz directed the board to the finance report.

6.1 RATIFYING CASH DISBURSEMENT FOR OCTOBER 2025

Commissioner Young moved to ratify the payment of cash disbursements totaling \$9,692,994 for the month of October 2025. Commissioner Dunn seconded.

Upon roll call, the vote was as follows:

AYES:	4
NAYS:	0
Abstain:	0
Absent:	0

Motion approved.

7. AGENCY MONTHLY REPORT

Potential commercial tenants from Housing Hilltop South have been contacted, and the pursuit of a third rental space is no longer being considered. Staff continue to collaborate with the commercial broker on these matters.

Executive Director Black recognized Commissioner Dunn for dedicating time to testify before the City Council on behalf of the Housing Authority, commending her excellent efforts. The final vote regarding amendments to the landlord code took place last night, and these changes will become effective January 1st. City Councilmember Rumbaugh led this initiative, with support from fellow council members throughout the process.

THA has successfully completed the resyndication and financing for Salishan, thanks to thorough efforts by staff agency-wide in reviewing extensive documentation. Executive Director Black expressed pride in everyone involved. This effort will provide \$115 million to improve housing units. Residents will be temporarily relocated within available units and will return to remodeled homes upon completion.

The Board report contains a schedule of presentations planned for the upcoming year.

On Friday, the Employee Appreciation event will be held—a valued opportunity to celebrate the achievements of staff members.

8. NEW BUSINESS

8.1 2025-12-10 (1) PAYMENT STANDARDS UPDATE

A RESOLUTION of the Board of Commissioners of the Housing Authority of the City of Tacoma authorizing the THA Executive Director to increase THA’s payment standards.

WHEREAS, HUD sets fair market rents annually; and

WHEREAS, the housing authority sets payment standards based on market and participant data; and

WHEREAS, changes to the payment standards must be approved by the Board of Commissioners; now, therefore, be it

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

Authorizes THA to adopt payment standards, effective March 1, 2026, according to the chart below.

Bedroom Size	Payment Standard	Exception PS (VASH & EHV)
0	\$1,252	\$1,428
1	\$1,408	\$1,589
2	\$1,832	\$1,990
3	\$2,591	\$2,824
4	\$3,211	\$3,309
5	\$3,567	\$3,802

Commissioner Young motioned to approve the resolution. Commissioner Dunn seconded the motion.

Upon roll call, the vote was as follows:

AYES: 4
NAYS: 0
Abstain: 0
Absent: 0

Motion approved: December 10, 2025

Stanley Rumbaugh, Chair

8.2 2025-12-10 (2) 2026 UTILITY ALLOWANCE SCHEDULE

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

WHEREAS, Utility allowances must be reviewed annually; and

WHEREAS, PHAs must revise utility allowances if they change more than ten percent; and

WHEREAS, Changes to the utility allowances must be approved by the Board of Commissioners; now, therefore, be it

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

Authorizes THA to adopt the utility allowance schedule according to the chart below, effective March 1, 2026.

Proposed UA Schedule 3/1/2026						
Pays Sewer/Water	0-BD	1-BD	2-BD	3-BD	4-BD	5+BD
Landlord	\$64	\$66	\$81	\$105	\$127	\$155
Tenant	\$168	\$174	\$212	\$268	\$321	\$360

Commissioner Young motioned to approve the resolution. Commissioner Dunn seconded the motion.

Upon roll call, the vote was as follows:

AYES: 4
NAYS: 0
Abstain: 0
Absent: 0

Motion approved: December 10, 2025

Stanley Rumbaugh, Chair

8.3 2025-12-10 (3) FISCAL YEAR 2026 ANNUAL BUDGET

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

WHEREAS, The Housing Authority of the City of Tacoma (“Authority”) intends to incur expenses and other cash outflows for Fiscal Year 2026; and

WHEREAS, Authority staff has prepared and the Board of Commissioners of the Housing Authority of the City of Tacoma has reviewed and provided input to the proposed Fiscal Year 2026 annual budget; now, therefore, be it

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

1. The Board of Commissioners of the Housing Authority of the City of Tacoma adopts the attached FY 2026 Agency wide budget. Expenses and other cash outflows are projected as follows:

<u>Expenses - Operations</u>	
Asset Management & Real Estate Development	\$ 4,081,892
Client Support & Empowerment	2,954,327
Executive	904,800
Finance	2,733,284
Human Resources	863,470
Information Technology	5,103,790
Legal Services	777,104
Rental Assistance	78,498,820
Strategic Initiatives	1,206,155
Property Management Overhead	6,632,220
Property Budgets	<u>2,617,816</u>
Subtotal	\$106,373,678
<u>Additional Cash Outflows</u>	
Debt Service	240,710
Loans	7,000,000
Capital Expenditures	2,860,000
Replacement Reserves	<u>172,568</u>
Subtotal	\$10,273,278
TOTAL APPROVED BUDGET	<u>\$116,646,956</u>

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

Upon roll call, the vote was as follows:

AYES:	4
NAYS:	0
Abstain:	0
Absent:	0

Motion approved: December 10, 2025

Stanley Rumbaugh, Chair

8.4 2025-12-10 (4) COMMITMENT TO AGENCY AND MOVING TO WORK RESERVES

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

WHEREAS, For THA has to be effective in its mission it must plan its use of financial resources over multi-year periods and have 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 2024-12-11 (9) and reflects the Authority’s current plans for such capital and operational expenditures of THA reserves, both MTW and Non-MTW; and

WHEREAS, The Authority has submitted an initial MTW commitment of Reserves in the 2026 MTW plan, and intends to include an updated Schedule of Board 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 Reserves as outlined in the attached Schedule of THA Reserve Commitments, subject to adjustment in future budgets and budget revisions.
2. The Board authorizes the Executive Director to include the latest THA Reserve Commitments in the annual MTW Report submitted to HUD.

Commissioner Young motioned to approve the resolution. Commissioner Dunn seconded the motion.

Upon roll call, the vote was as follows:

AYES:	4
NAYS:	0
Abstain:	0
Absent:	0

Motion approved: December 10, 2025

Stanley Rumbaugh, Chair

8.5 2025-12-10 (5) APPROVAL OF ACCOUNTS RECEIVABLE WRITE-OFFS TENANTS

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

WHEREAS, Tacoma Housing Authority (THA) provided housing services to Public Housing and Housing Choice Voucher participants who discontinued housing assistance with debt owed to THA; and

WHEREAS, Each individual included in this tenant account write-off has been notified of their debt and given the opportunity to pay prior to this resolution; now, therefore, be it

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

Authorizes THA staff to “write off” the following accounts and send these debts to an external collection agency to pursue collection action:

	Account #	Balance
Salishan Seven	t0026736	\$11,675.00
	t0026797	\$9,518.80

	t0026728	\$23,874.41
	b0002568	\$3,075.00
Tacoma Housing Authority – AMP 6	t0014415	\$22,858.01
Tacoma Housing Authority	b0005023	\$1,700.00
	t0008254	\$2,580.00
	t0017296	\$5,364.00*
	t0020984	\$706.00
	t0026771	\$6,650.00
	t0026808	\$404.00
	t0026711	\$6,119.00
	Total Write-off	\$94,524.22
	Write-off only*	\$5,364.00
	Total to Collections	\$89,160.22

Commissioner Dunn motioned to approve the resolution. Commissioner Young seconded the motion.

Upon roll call, the vote was as follows:

AYES: 4
NAYS: 0
Abstain: 0
Absent: 0

Motion approved: December 10, 2025

Stanley Rumbaugh, Chair

9. COMMENTS FROM COMMISSIONERS

Vice Chair Hodge noted THA achieved much due to ED Black and her team.

10. ADJOURNMENT

There being no further business to conduct, the meeting ended at 5:40 pm.

APPROVED AS CORRECT

Adopted: January 28, 2026

Stanley Rumbaugh, Chair



MOTION

Date: January 28, 2026

To: THA Board of Commissioners

MOTION

The Board approved the 2026 meeting schedule at its December 10th meeting. Since November 11th is Veterans Day, the Tacoma Housing Authority Board's November meeting will be moved to November 18th.

INTENT

Approve the 2026 THA BOC meeting schedule to comply with THA Bylaws and RCW 42.30.070.

THA Bylaws Section 4.1.2

Regular meetings of the Authority are held on a schedule and at locations that the board shall determine in advance.

RCW 42.30.070

"The governing body of a public agency shall provide the time for holding regular meetings by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body. Unless otherwise provided for in the act under which the public agency was formed, meetings of the governing body need not be held within the boundaries of the territory over which the public agency exercises jurisdiction. If at any time any regular meeting falls on a holiday, such regular meeting shall be held on the next business day. If, by reason of fire, flood, earthquake, or other emergency, there is a need for expedited action by a governing body to meet the emergency, the presiding officer of the governing body may provide for a meeting site other than the regular meeting site and the notice requirements of this chapter shall be suspended during such emergency. It shall not be a violation of the requirements of this chapter for a majority of the members of a governing body to travel together or gather for purposes other than a regular meeting or a special meeting as these terms are used in this chapter: PROVIDED, that they take no action as defined in this chapter."

IMPLEMENTATION

Changes to adopted Board meeting schedules have to be submitted to the Board for approval. This is a motion to approve the revised 2026 Board Meeting Schedule.

Approved: January 28, 025

Stanley Rumbaugh, Chair



2026 Board of Commissioners Meeting Schedule

Regular Meetings		Special Sessions	Location: 902 South L Street, Tacoma, WA
Monthly Meetings	Study Sessions		Online Streaming
January 28			https://us06web.zoom.us/j/89827446781?pwd=VxwIBRt9xBaQaldCXFgpSP2UVdFX7g.1
	February 6		https://us06web.zoom.us/j/88931466682?pwd=wC364csbZY08eID9Y9uGj0ugA4rW1b.1
February 25			https://us06web.zoom.us/j/89473299404?pwd=0SvKy7Px3eVUA2lONMYa8Wh19oTtU.1
March 25			https://us06web.zoom.us/j/82695818439?pwd=cgiOVrZOXuMah6w5zLABJltvclNQ1A.1
April 22			https://us06web.zoom.us/j/84469026783?pwd=YQLOIUBO191be3dEciQHJHok22ZZqm.1
	May 1		https://us06web.zoom.us/j/81402841712?pwd=kJNBdsR46K7FYQlj95Lz098vYvdhCR.1
May 27			https://us06web.zoom.us/j/82613317599?pwd=vykJRaM3U34tQex8UHqWDSMUETeuw5.1
June 24			https://us06web.zoom.us/j/82253002167?pwd=TebplaX8DUCjawLAJLFisAdTIXRTLA.1
	July 10		https://us06web.zoom.us/j/86713735234?pwd=UzVISUYvmW2PXLwg0IG5hjDDqHFNja.1
July 22			https://us06web.zoom.us/j/86517868740?pwd=5M2um2hqKMtEjQyxapqjd1tl1Nrluu.1
August 26			https://us06web.zoom.us/j/87927537808?pwd=fITqtrUviLTmlgQzj57S1KRteLogBa.1
	September 11		https://us06web.zoom.us/j/88186507245?pwd=gzFninJVGRaoLM4ns1h7bW4Tzj2Ns9.1

September 23			https://us06web.zoom.us/j/83307450574?pwd=2y66syGDlwocRHd61TKMRst0YCPqQ7S.1
October 28			https://us06web.zoom.us/j/84370461611?pwd=HxEi1dLOUP2dnHXfjq0mJKMYmL3CM9.1
	November 6		https://us06web.zoom.us/j/83230099681?pwd=JukOicxOOLr4mdUplexdB3MgALj1U9.1
November 18			https://us06web.zoom.us/j/81467316380?pwd=4zFVTcHqh8zkZ8D0tjafeqGI6VsMOa.1
December 9			https://us06web.zoom.us/j/82001497367?pwd=adv5bkZlZ4AFMe87u7SKWl6xwBQDjt.1

Regular Meetings begin at 4:45 pm / **Study Sessions** begin at 12:00 pm
Meeting dates, locations, and times are subject to change.

Up-to-date information is posted on the Tacoma Housing Authority (THA) [website](#). You may contact the THA office the week prior to the scheduled meeting to confirm this information. The sites are accessible to persons with disabilities. Persons requiring special accommodations should contact Sha Peterson at (253) 207-4450, before 4:00 pm the day before the scheduled meeting.



Real Estate Development Committee

Chair Stanley Rumbaugh
Vice Chair Minh-Anh Hodge

Finance Committee

Commissioner Derek Young
Commissioner Athena Dunn

Community Partnerships and Advocacy Committee

Commissioner Athena Dunn

Education, Housing, Services and Partnerships Committee

Commissioner Derek Young
Vice Chair Minh-Anh Hodge



TACOMA HOUSING AUTHORITY

FINANCE REPORT



MOTION

Date: January 28, 2026

To: THA Board of Commissioners

MOTION

Adopt a consent motion ratifying the payment of cash disbursements totaling \$11,792,969 for the month of November 2025.

Approved: January 28, 2026

Stanley Rumbaugh, Chair

TACOMA HOUSING AUTHORITY
Cash Disbursements for the month of November 2025

	Check Numbers		Check Numbers		Check Numbers		Check Numbers	
	From	To	From	To	From	To	From	To
Amount								
Totals								
A/P Checking								
SAL 7 Checking								
THDG Checking								
Checks	98,150	-	98,184	1,048	-	1,049	10,387	- 10,391
Wire/EFT	159	-	163	-	-	-	-	-
ACHs	4,391	-	4,466	256	-	260	1,011	- 1,012
Business Support Center						719,186		
Moving To Work Support Center						58,645		
Moving To Work Buildings (used by Support Center)						68,739		
Tax Credit Program Support Center						95,122		
Support Center Allocation						66,887		
Section 8 Programs						94,165		
Arlington Crisis Residential Center						7,094		
Hillsdale Heights						4,495		
Highland Crest Apts						74,919		
James Center						1,305,715		
North Highland Court Apts						27,330		
Outrigger						34,874		
Salishan 7						112,264		
Alberta J Canada Bldg						67,503		
Housing Hilltop LLLP						306,677		
Education Program - THDG						300		
THDG - General						3,825		
Hillsdale Heights						511		
Aviva Crossing - Pierce County Funds						132,668		
HUD CPF Grant - Housing Hilltop						925		
Hillside Terrace & Salishan Resyndication						9,977		
Bus Development Activity						584		
CS General Business Activities						4,486		
Department of Commerce Funding for Crisis Residential Center						266,966		
Community Services MTW Fund						20,307		
AMP 6 - Scattered Sites						1,078		
AMP 9 - HT 1500 - Subsidy						368		
THA SUBTOTAL						3,485,610		
Hillside Terrace 2 & 1500						93,489		
Bay Terrace I & II & Community Facility						178,788		
Housing Hilltop LLLP						24,766		
Arlington Youth Campus						73,993		
Court F (The Rise)						55,537		
Renew Tacoma Housing						355,554		
Salishan 1 - Salishan 6						585,499		
Tax Credit Property Allocations						9,378		
TAX CREDIT SUBTOTAL (Operations & Development - billable)						1,377,005		4,862,615
Section 8 Checking Account (HAP Payments)								
SRO/HCV/VASH/FUP/NED/EHV/MSV	Check #'s		490,336	-	490,450	242,005		
ACHs			59,977	-	60,916	5,506,379	\$	5,748,384
Payroll & Payroll Fees - ADP								
EFT			42	-	43		\$	1,181,970
TOTAL DISBURSEMENTS							\$	11,792,969



MOTION

Date: January 28, 2026

To: THA Board of Commissioners

MOTION

Adopt a consent motion ratifying the payment of cash disbursements totaling \$11,866,500 for the month of December 2025.

Approved: January 28, 2026

Stanley Rumbaugh, Chair

TACOMA HOUSING AUTHORITY
Cash Disbursements for the month of December 2025

	Check Numbers		From	To	From	To	From	To
	From	To						
	A/P Checking		SAL 7 Checking		THDG Checking			
Checks	98,185	-	98,230	1,050	-	1,052	10,392	- 10,395
Wire/EFT	164	-	174	-	-	-	-	- -
ACHs	4,467	-	4,558	261	-	263	1,013	- 1,013
Business Support Center					813,070	Program Support		
Moving To Work Support Center					182,961			
Moving To Work Buildings (used by Support Center)					25,744			
Tax Credit Program Support Center					56,421			
Support Center Allocation					18,977			
Section 8 Programs					34,671	Section 8 Operations		
Arlington Crisis Residential Center					38	Property Operations		
Hillsdale Heights					46,022			
Highland Crest Apts					547			
James Center					1,092			
North Highland Court Apts					266			
Outrigger					373			
Salishan 7					16,553			
Alberta J Canada Bldg					26,244			
Housing Hilltop LLLP					62,022	THDG		
Education Program - THDG					410			
THDG - General					1,000			
HUD CPF Grant - Housing Hilltop					1,753	Development		
Hillside Terrace & Salishan Resyndication					3,036,000			
Bus Development Activity					2,718	Client Support		
CS General Business Activities					1,146			
SAFE/TRAC					480			
Department of Commerce Funding for Crisis Residential Center					182,637			
Community Services MTW Fund					3,989	Public Housing		
AMP 6 - Scattered Sites					(541)			
AMP 9 - HT 1500 - Subsidy					205			
THA SUBTOTAL					4,514,799	Tax Credit Projects - Reimbursable		
Hillside Terrace 1500					638			
Bay Terrace I & II & Community Facility					26,949			
Housing Hilltop LLLP					21,683			
Salishan-Hillside Phase I					54,837			
Arlington Youth Campus					2,361			
Court F (The Rise)					1,595			
Renew Tacoma Housing					30,885			
Salishan 4 - Salishan 6					2,151			
Tax Credit Property Allocations					6,149			
TAX CREDIT SUBTOTAL (Operations & Development - billable)					147,248	4,662,047		
Section 8 Checking Account (HAP Payments)								
SRO/HCV/VASH/FUP/NED/EHV/MSV	Check #'s	490,452	-	490,548	173,809			
	ACHs	60,917	-	61,866	5,842,007	\$	6,015,816	
Payroll & Payroll Fees - ADP	EFT	44	-	45		\$	1,188,637	
TOTAL DISBURSEMENTS							\$	11,866,500

TACOMA HOUSING AUTHORITY

CASH POSITION - November 2025

Account Name	Current Balance	Interest
HERITAGE BANK		
Accounts Payable	4,279,279	2.27%
Section 8 Checking	1,818,458	2.27%
THA Scattered Sites Proceeds	3,847,428	2.27%
FSS Escrows	152,748	2.27%
FSS Forfeitures	60,593	2.27%
Note Fund Account	111	2.27%
THDG - Tacoma Housing Development Group	1,205,516	2.27%
Salishan 7 Operations	1,039,793	2.27%
Salishan 7 Security Deposit	38,652	2.27%
Salishan 7 Replacement Reserve	832,109	2.27%
Salishan 7 Operating Reserve	220,198	2.27%
North Highland Operations	36,668	2.27%
North Highland Security Deposit	30,539	2.27%
North Highland Capital Reserve	424,980	2.27%
Highland Crest Operations	1,469,215	2.27%
Highland Crest Replacement Reserve	501,951	2.27%
Highland Crest Security Deposit	42,803	2.27%
Outrigger Operations	695,462	2.27%
Outrigger Replacement Reserve	453,440	2.27%
Outrigger Security Deposit	24,931	2.27%
Payroll Account	26,159	2.27%
HOME STREET BANK		
James Center North Operations	344,574	0.00%
James Center North Security Deposit	70,325	0.00%
WASHINGTON STATE		
Investment Pool	\$ 1,099,059	4.01%
1. TOTAL THA CASH BALANCE	\$ 18,714,993	
Less:		
2. Total MTW Cash Balance	\$ 401,533	
<i>Less Minimum Operating Reserves</i>		
2.01 Public Housing AMP Reserves (4 months Operating Exp.)		
2.02 S8 Admin Reserves (3 months Operating Exp.)	726,000	
2.09 Less Total Minimum Operating Reserves	\$ 726,000	
2.1. MTW Cash Available (Lines 2-2.09)	\$ -	
3. MTW Cash Held By HUD	\$ 8,463,278	
4. Non MTW Cash Restrictions/Obligations		
<i>4.1 Non MTW Operational Restrictions</i>		
4.10 HUD Restricted - Lot and Property Sales	\$ 3,847,428	
4.101 Scattered Sites Proceeds (Afford Hsg)	3,847,428	
4.20 THA Property Accounts Reserved	\$ 3,963,965	
4.201 Security Deposit Accounts	207,249	
4.202 Highland Crest Operations Reserves	520,000	
4.203 Highland Crest Replacement Reserves	501,951	
4.204 James Center North Capital	74,236	
4.205 Outrigger Operations Reserve	150,000	
4.206 Outrigger Replacement Reserves	453,440	
4.207 Salishan 7 Operations Reserves	750,000	
4.208 Salishan 7 Replacement Reserves	832,109	
4.209 North Highland Court Operations Reserves	50,000	
4.210 North Highland Capital Reserve	424,980	
4.30 Rental Assistance Reserves	\$ 936,526	
4.301 Mod Rehab Operating Reserves	66,556	
4.302 VASH, FUP, FYI, NED, EHV & MAIN HAP & AF Reserves	656,629	
4.303 FSS Escrows & Forfeitures	213,342	

TACOMA HOUSING AUTHORITY				
CASH POSITION - November 2025				
4.40 Prepaid Grants			\$ 1,372,273	
4.401 TPS Interlocal (CS-2017-011)		62,403		
4.402 College Spark (PI-2018-005)		35,172		
4.403 GTCF Grant (PI-2019-005)		20,321		
4.404 Ballmer Foundation - 2Gen Support (CS-2024-002)		48,861		
4.405 THDG		1,205,516		
4.60 Total - Non MTW Cash Restrictions (4.10+4.20+4.30+4.40+4.50)			\$ 10,120,192	
4.70 Agency Contracted or Budgeted Commitments Remaining			\$ -	
		-		
		-		
4.99 Total Non MTW Cash Restrictions/Obligations (Lines 4.60+4.70)			\$ 10,120,192	
5. THA UNENCUMBERED (Non-MTW) CASH (Lines 1-2-4.99)			\$ 8,193,267	
6. Development Advances - Project Reimbursement upon draw			\$ 488,933	
6.01 Housing Hilltop LLLP		-		
6.02 Salishan-Hillside Phase I, LLLP		488,933		



TACOMA HOUSING AUTHORITY

AGENCY MONTHLY REPORT

2025 THA Accomplishments and 2026 Goals

Purpose of this review

01

Share an overview
of THA's work

02

Celebrate 2025
accomplishments

03

Recap the goals for
2026

Our Work

Vision:

We envision a future where everyone has an affordable, safe, and nurturing home; where neighborhoods are attractive places to live, work, attend school, shop and play; and where everyone has the support they need to succeed as parents, students, wage earners, neighbors and builders of assets.

Mission:

We provide high quality, stable and sustainable housing and supportive services to people in need. THA does this in ways that help them prosper and help our communities become safe, vibrant, prosperous, attractive and just.



**Housing is a
human right.**

Who We Serve



11,629

People in Tacoma



5,286

Total households



1,851

Households living in
THA properties



2,594

Voucher holders rent
from THA landlord
partners

Of the households receiving assistance from THA:

36%

of household members
are 18 or younger

36%

of household members
are elderly or disabled

82%

qualify as extremely low
income

Incomes of THA's Customers



\$22,540

Average income at admission
(2025)



\$1,108

Average monthly subsidy paid in
2025 in THA's voucher programs

About Our Staff

Total THA Staff:

168

Overall
tenure:

7.1 years

Annual
Retention
:

89.4%

Our 2025 Strategic Priorities

1. Enhance our Financial Sustainability
2. Add more Affordable Housing for Low-Income Families
3. Make Tacoma a Great Place to Live
4. Serve as a Great Employer, Contractor, and Partner

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Enhance our Financial Sustainability

2025 Strategic Priorities

Ensure THA's financial health by increasing property income, reducing operational expenses, and closely monitoring both property-level and organizational financial metrics to maintain and enhance unrestricted cash flow.

Goal	Goal met
THA's recurring income will exceed recurring expenses.	Met
Unrestricted cash flow from the THA-owned and managed properties will remain stable or increase year-over-year.	Met

In 2025, THA:

- Refined our staffing plans to align with budget priorities and did not refill 13 positions.
- Retired the Salishan 5 loan with THA restricted funds. This reduced the debt at the property and increased unrestricted income for the agency.
- Successfully advocated for changes to City housing codes to help stabilize property income.
- Adjusted subsidy payments to our properties to better reflect property-level operational expenses.

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Increase the Amount of Affordable Housing for Low-Income Families

2025 Strategic Priorities

Add more affordable housing through THA-led efforts and partnerships.

Goal	Achievement	Goal met
Over five years, between 2023-2028, we will add 500 new units of housing through development or partnership. This will include newly constructed units and units where subsidy has been added to increase affordability.	592 since 2023*	Met, will continue to exceed goals

In 2025, THA:

- Completed lease up of Housing Hilltop North.
- Began negotiating to sell land at a discounted price for Bridge Meadows to develop 60 units of housing affordable at 30-50% of area median income.
 - This project is planned to break ground in 2026 and come online in 2027.



Pictured above: schematic of Bridge Meadows Intergenerational Housing

Optimize THA voucher utilization and unit occupancy to promote property financial health and housing stability.

Goal	Achievement	Goal met
By the end of 2025, we will achieve 96% occupancy in our portfolio.	97% occupancy	Met

In 2025, THA:

- Moved in **219** applicants into portfolio units, a 5% increase over 2024 and a 75% increase over 2023.
 - 32 of these households came through referrals from our partnership with Tacoma Public Schools to house homeless student households.
- Our maintenance team turned **204** vacant units to get them ready for new tenants.
 - We reduced turn times by 3%, bringing the average down to 32 days
 - We have improved our new move in processes across the board to house new households more quickly.

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Make Tacoma a Great Place to Live

2025 Strategic Priorities

Offer services and agreements that keep people stably housed.

Goal	Achievement	Goal met
In THA's portfolio, 100% of households receiving a lease violation will receive a referral for THA supportive services. We will aim to cure lease violations and prevent at least 65% of evictions that could have resulted from not curing the violation.	89% of violations were cured	Met
Educate community partners and landlords about changing housing regulations and local laws.	Sent education & outreach emails to landlords 2x per month. Hosted LL/tenant rights series & regional PHA landlord symposium	Met

Offer services and agreements that keep people stably housed.

In 2025:

Property Management and Client Support & Empowerment partnered to provide **1,216 unique households** with support services.

- Of the **1,500 total referrals** sent by PM to CSE:
 - **46%** were for Housing Stability-related issues including lease violations;
 - **21%** were for general services and basic needs;
 - **14%** were new move-ins;
 - **14%** were for crisis/urgent needs (such as VAWA, community violence or urgent mental health needs).
- PM sent **250 referrals** to CSE for 60-day late rent outreach.
 - On average, PM reached out to residents 2.5x prior to making a CSE referral.

Much of our success in housing our households is our ability to help with housing stability services and neighbor-to-neighbor supports that help maintain community vitality.

- Of the 1,216 households who Community Advocates worked with:
 - **92%** of households who received any service from a Community Advocate remained housed with THA.
 - **89%** of households who received a Housing Stability service from a Community Advocate remained housed with THA.

Offer services and agreements that keep people stably housed.

In 2025:

- Our community building team hosted **308 activities** across our 13 managed properties.
 - Community Builders coordinated activities focused on social/emotional learning, isolation reduction, health & wellbeing, mentorship/education/coaching supports, neighbor-to-neighbor connections, and resident-led activities.
 - **20 formal partnerships** with community-based organizations
 - **2,119 total participants**, including 211 unique youth participants
- Partnered with Property Management to host 23 townhalls across the portfolio.
- Provided technical assistance to the TRAC resident council at 11 meetings.
 - Worked with TRAC to host a 2-day training from NAR-SAAH for 40 residents to learn about resident councils, leadership and mobilization

Distribute rental assistance and other supports to increase the percent of households able to secure affordable housing.

Goal	Achievement	Goal met
THA will serve at least 96% of the number of households served in 2010.	96.5%	Met
Increase voucher success from 55% to 60% by 2025.	58%	Not met
House at least 5 high barrier voucher households per month.	Avg. = 6	Met

In 2025:

- THA was notified that Emergency Housing Voucher program funding would be ending.
 - This, along with no increase in voucher funding, meant we needed to stop issuing vouchers in 2025.
 - This will continue to be a challenge for the foreseeable future.
- As of the end of the year, there were **11,788** households on THA's waiting lists.
- To account for the voucher shopping challenges, THA began offering Housing Navigation services and increased its payment standards in December 2025 (to take effect in March 2026).

Invest in keeping our housing at a standard of high quality.

Goal	Achievement	Goal met
By the end of 2028, rehabilitate and/or refinance at least 100 units of existing housing to improve quality of life for tenants & long-term viability of the property.		On track to meet by 2028

In 2025:

- THA secured over \$150M in financing and began work to rehabilitate over **300** existing housing units in THA's portfolio.
 - The work will be completed by the end of 2027.
- THA completed **30,906** single task work orders.

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Make THA a Great Employer, Contractor and Partner

2025 Strategic Priorities

Foster a culture of connection and improve employee retention and satisfaction.

Goal	Achievement	Goal met
Maintain retention rate of 85% or higher.	89.4%	Met
By the end of 2026, fully develop and implement Essential Conversations, a more efficient and relevant performance management tool.	Developed and began implementation in Q3 2025	In progress
By the end of 2026, develop and implement written training plans for each position in the agency.	Completed skills matrix for all positions	In progress

In 2025, THA:

- Remained committed to paying a housing wage and competitive pay for all positions.
- Continued investing in training and professional development.
- Optimized our software conversion (Yardi Phase I) and implemented Phase II projects to enhance system efficiency and operational workflows.

Increase accessibility to make it easier for contractors to do business with us.

Goal	Achievement	Goal met
Hire at least five businesses or organizations that meet HUD's Section 3 requirements, MWBE, veteran-owned, or micro small local businesses	87	Met
Process vendor and partner payments on time and implement systems that support those efforts (maintain a 90% on time payment rate).	91%	Met

In 2025:

- We are using the Municipal Research and Services Center (MRSC) preferred vendor list to help smaller and MWBE businesses get access to THA work and expedite the contracting process.
- We implemented new processes, trained all approvers on their roles and impact in the payment approval process and regularly review the data related to vendor payment processing.
- Our Contracts and Finance teams have been implementing reports to monitor contracts.
- We've continued to clarify expectations in contract scopes, so all parties understand what is expected of them.

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Looking Ahead: 2026 Strategic Priorities

Our 2026 Strategic Priorities



Enhance our Financial Resilience and Sustainability

Maintain Existing and Add More Affordable Housing throughout Tacoma and Pierce County

Invest in Housing Stability and Community Vitality

Serve as a Great Employer, Contractor, and Community Partner

Enhance our Financial Resilience and Sustainability

- 1. Ensure THA's financial health** as measured by:
 - THA's recurring income will exceed recurring expenses .
 - Unrestricted cash flow from the THA-owned and managed properties will remain stable or increase year-over-year.
- 2. Convert the Housing Hilltop construction loan to permanent financing** no later than August 28, 2026.
- 3. Third-party financial audits will be finding free.**

Maintain Existing and Add More Affordable Housing throughout Tacoma and Pierce County

- 1. Add more affordable housing through THA led efforts and partnerships.**
 - By 2028, add 500 new units of housing through development or partnership.
- 2. Optimize THA voucher utilization and unit occupancy to promote property financial health and housing stability.**
 - By the end of 2026, achieve 96% occupancy in our portfolio.
- 3. Improve the quality of life at THA's existing housing properties.**
 - By 2028, rehabilitate at least 300 units of existing housing to improve quality of life for tenants & long-term viability of the property.
- 4. Invest in keeping our housing at a standard of high quality.**
 - Inspect at least 95% of its housing units annually.
 - By the end of 2026, complete a capital needs assessment and improvement plan for each property in THA's portfolio.

Invest in Housing Stability and Community Vitality

1. Refine, maintain, and implement effective housing program management practices.

- Increase internal audits to ensure 90% accuracy for all actions.
- 98% of annual recertifications will be processed at least 30 days prior to the effective date.

2. Offer services and agreements that keep people stably housed.

- In THA's portfolio, 100% of households receiving a lease violation will receive a referral for THA supportive services.
 - We will aim to cure lease violations and prevent at least 65% of evictions that could have resulted from not curing the violation.
- Educate community partners and landlords about THA programs, changing housing regulations and local laws.

Invest in Housing Stability and Community Vitality

- 3. Distribute rental assistance and other supports to increase the percent of households able to maintain and secure affordable housing.**
 - Serve at least 93% of HUD requirements.
 - Provide 100% of Emergency Housing Voucher households with a housing alternative prior to the program funds running out.
- 4. Foster vibrant and connected communities.**
 - Redesign FSS to achieve the following:
 - Increase access to and awareness of Economic Mobility pathways.
 - FSS participants will increase income and have a reduction in HAP expenses.
 - Increase household financial assets.
 - Implement a system for soliciting customer feedback about community needs by the end of 2026.

Serve as a Great Employer, Contractor, and Community Partner

- 1. Foster a culture of connection to improve employee retention and satisfaction.**
 - Maintain retention rate of 85% or higher.
 - By the end of 2026, fully develop and implement Essential Conversations, a more efficient and relevant performance management tool.
 - By the end of 2026, develop and implement written training plans for each position in the agency.
- 2. Increase accessibility to make it easier for contractors to do business with us.**
 - Hire at least five businesses or organizations that meet HUD's Section 3 requirements, MWBE, veteran-owned, or micro small local businesses
 - By the end of 2027, meet the Section 3 requirements of the Salishan/Hillside construction contract.
 - Process vendor and partner payments on time and implement systems that support those efforts (maintain a 90% on time payment rate).
- 3. Promote our community partnerships and celebrate our partners.**
 - Once per month, highlight an effective partnership within the community.



To: THA Board of Commissioners
From: April Black, Executive Director
Date: January 28, 2026
Re: Agency Monthly Report

THA's Mission

We provide high quality, stable and sustainable housing and supportive services to people in need. We do this in ways that help them prosper and help our communities become safe, vibrant, prosperous, attractive and just.

In this report you will find our agency highlights for the month of September. The agency updates are categorized as they relate to our long-term goals:

1. Enhance Our Financial Resilience and Sustainability
2. Maintain Existing and Add More Affordable Housing Throughout Tacoma and Pierce County
3. Invest in Housing Stability and Community Vitality
4. Serve as a Great Employer, Contractor, and Community Partner

Every person at THA contributes to our work and is integral to fulfilling our mission. This report represents just a small percentage of the work our team does in service to our community.

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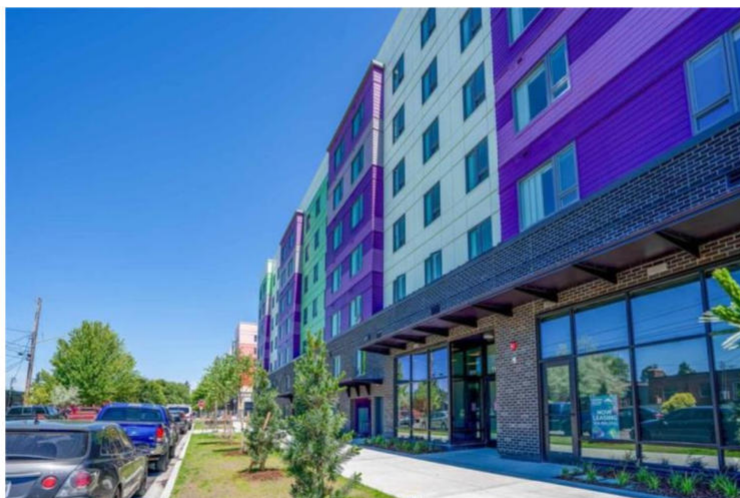
THA's Long-Term Goals

Enhance Our Financial Resilience and Sustainability

Financial Sustainability updates are included in the Finance update.

Maintain Existing and Add More Affordable Housing Throughout Tacoma and Pierce County

Housing Hilltop



Permanent Financing

- Efforts are currently underway to convert from construction to permanent financing. Based on the original schedule, this is anticipated to occur on February 28, 2026. However, due to higher than anticipated delinquency rates which affect debt service coverage ratio calculations, we are requesting an extension that will mature August 28, 2026.

Property Management

- This month there will be a resolution to contract with Allied Management for property management services. Allied will replace FPI.

Commercial Spaces

- North Commercial Space
 - Market analysis for the Hilltop area is being used to help with occupying the space. Weekly marketing meetings take place with the broker.
 - NW Investments Partners is precuring 3 bids for architectural services to subdivide the space and/or add housing. This is being analyzed as a path to make this a more marketable space and better aligned with THA's mission.
- South Commercial Spaces
 - Unit A - Space is currently being marketed by NW Investment Partners.
 - Unit C – Lease negotiations almost finalized, awaiting partner approval, anticipated lease start date in January or early February.

Aviva Crossing



Koz Lot (1)

- Koz intends to close on the land in January 2026 and begin construction shortly after.
- Staff, property management, and the Koz and Mercy construction teams will coordinate construction schedules, customer and service access, and any other potential impacts to commercial tenants and neighbors.

Related Northwest (Lot 3)

- Tacoma Housing Authority (THA) is continuing negotiations with Related Northwest, and a draft MOU has been created.

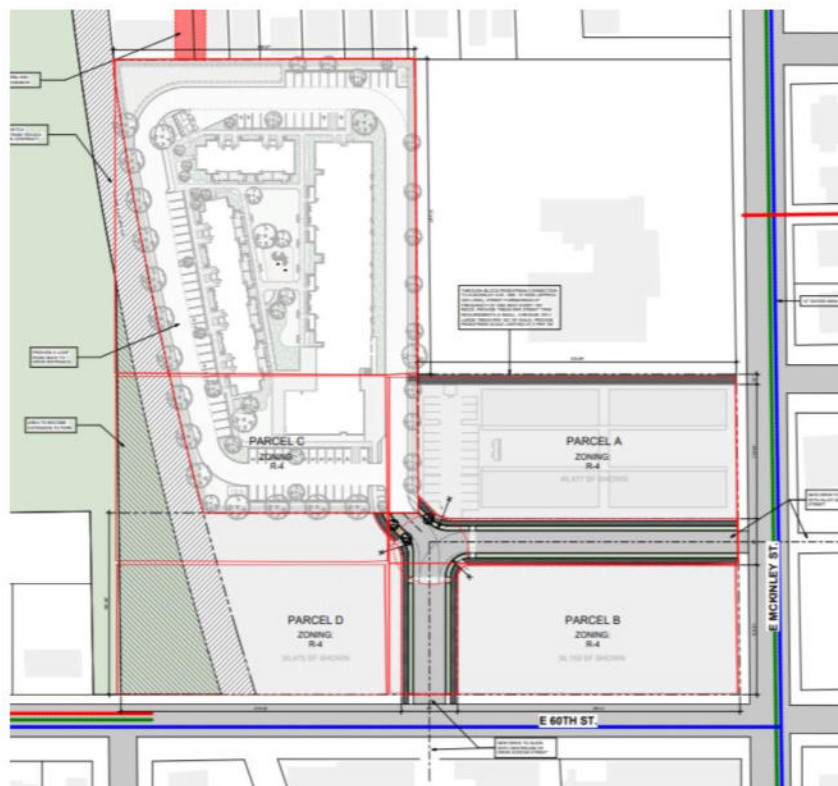
Mercy (Lot 4)

- Scaffolding is beginning to come down as portions of the exterior complete. Inside the building, trim, flooring, and appliances are being installed. The building remains on track for an end of April 2026 delivery.
- Emergency Housing Voucher households will be prioritized for these new units.



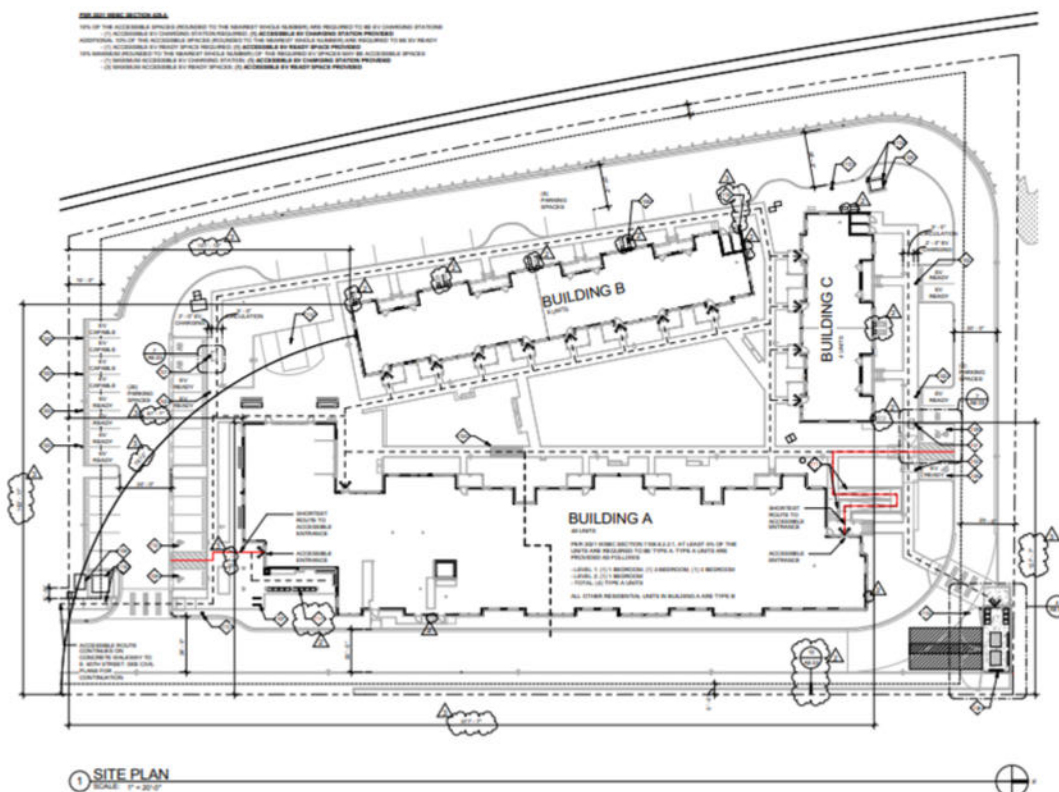
Pictured above: an arial view of the new Mercy Housing NW project at Aviva Crossing.

Hillsdale Heights



Bridge Meadows

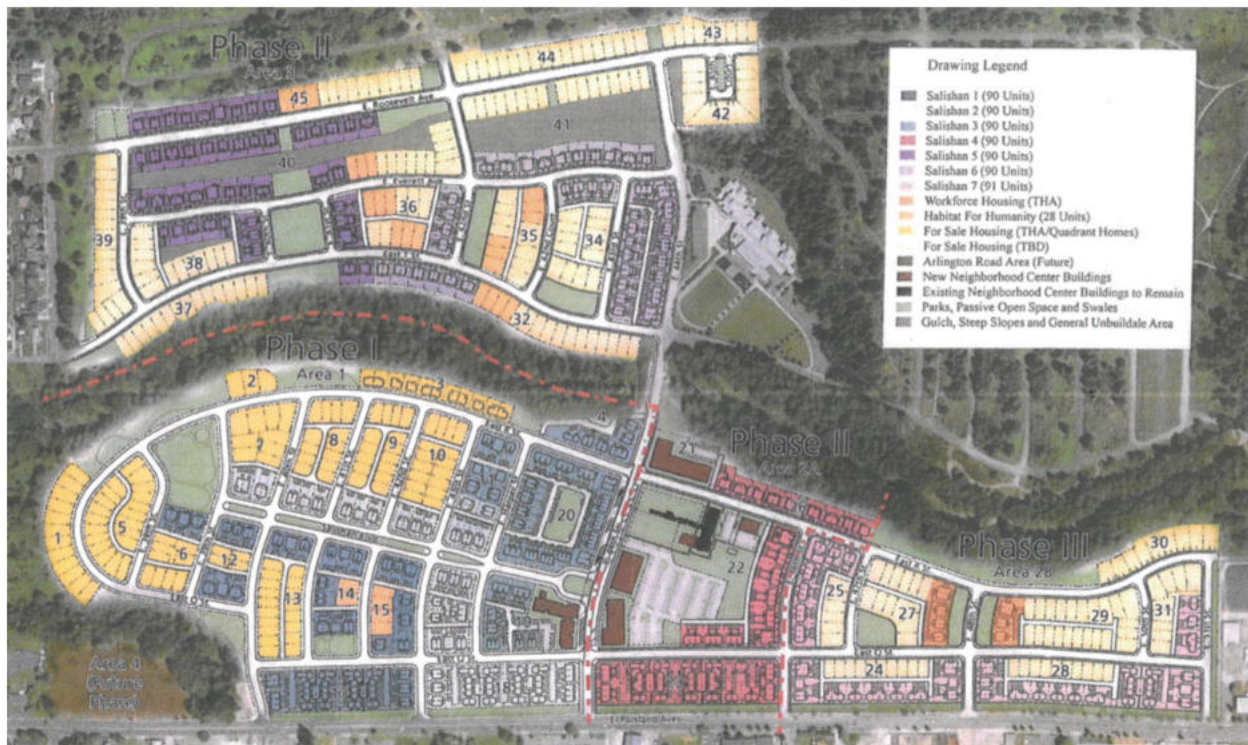
- Closing is being rescheduled for February 2026 to allow for additional time to get through permitting.
- THA is working with Bridge Meadows to finalize a Purchase and Sale Agreement to sell their portion of the Hillsdale Heights.
- City review of the Boundary Line Adjustment is ongoing and is expected to be completed this month.
- The city is completing their review of the environmental issues at the property which is anticipated to allow for the Bridge Meadows development to continue with no major impacts.
- The site plan for the Bridge Meadows parcel is on the following page of this report.



Other Parcels

- Once the environmental reports are reviewed by the city and full assessment of environmental impacts are established, discussions with the two other development partners will continue.

Salishan & Hillside 2300 Resyndication



- The project successfully closed on December 9th.
- Relocation staff has mobilized on site and has begun the initial packing assistance for the first round of households.
- The construction team has set up their site yard next to the community health center and has begun preliminary activities, including shed demolitions. Unit renovations begin at the end of January.
- THA staff are working with residents to complete outstanding first year files to ensure compliance with on-time tax credit delivery.

Maintenance Team Key Performance Indicators	Dec 2025	YTD	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026
Completed Work Orders*	2,214	30,906					
Unit Turns	13	204					
Maintenance Projects	1	46					
Emergent Issues Resolved by Maintenance	5	71					

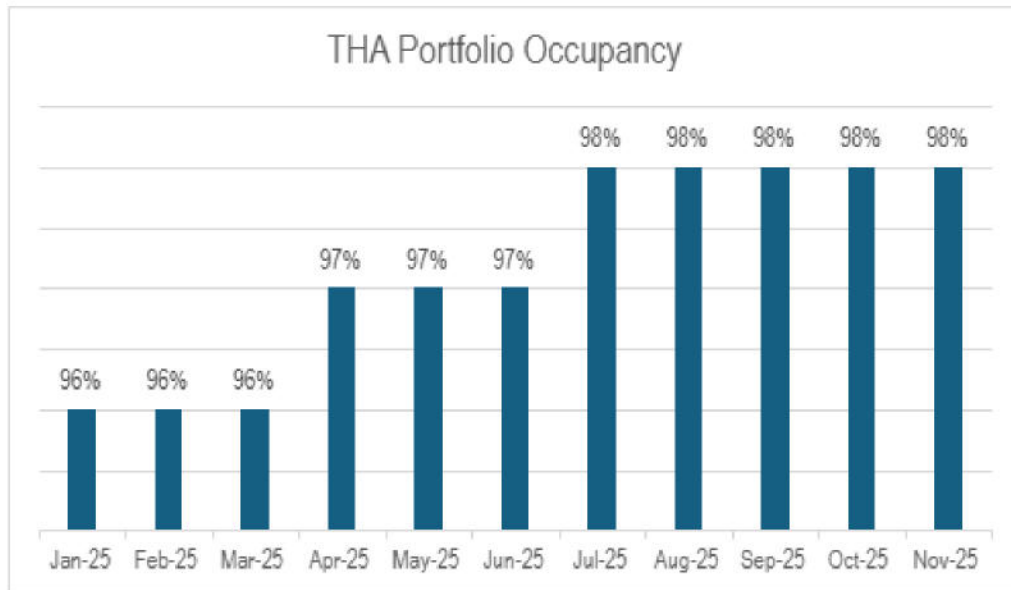
*In 2025, THA started tracking single task work orders vs. work orders that contain multiple tasks in one.

2025 High Points

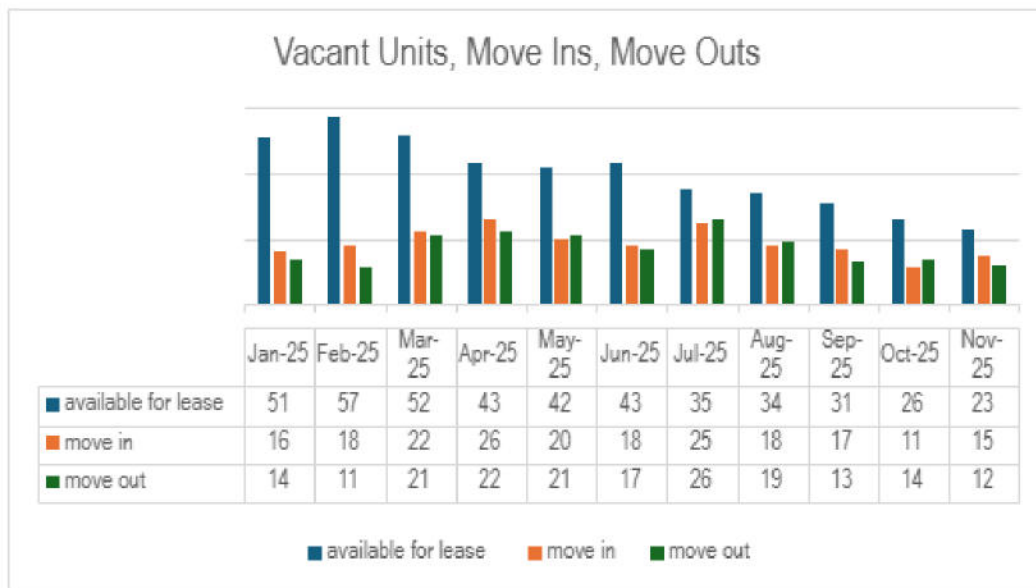
- Completion of the Elevator Jack Project. Wright Street refitting 5 buildings with updated jack systems.
- Handled many water losses in house.
- Documented the completion of over 30K work orders.
- Completed 204 Turns, averaging 17 per month.

Invest in Housing Sustainability and Community Vitality

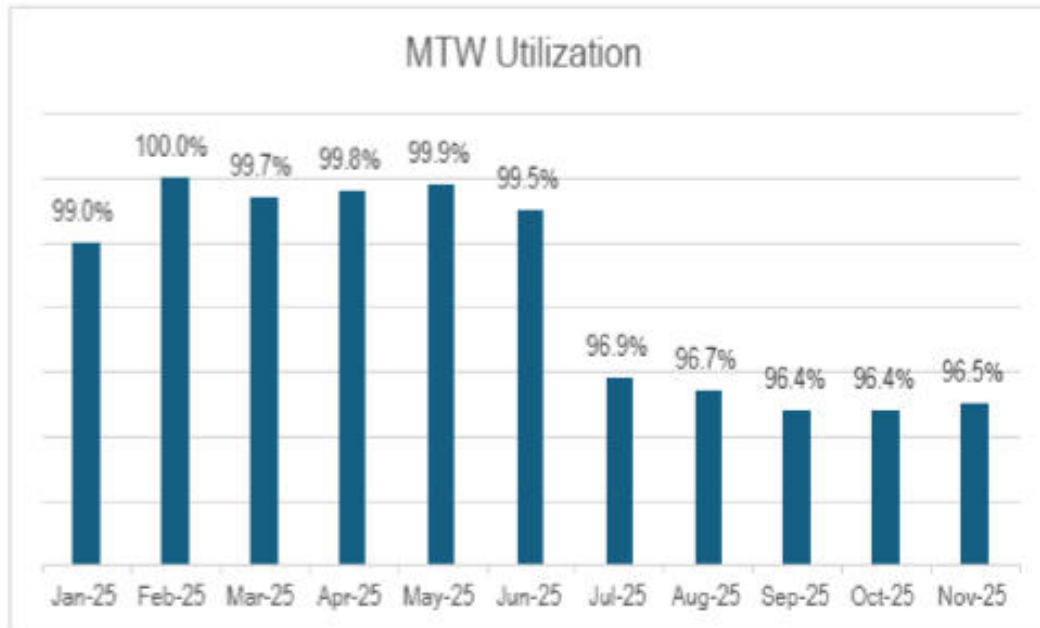
THA Unit Occupancy Progress



THA has met its goal of keeping 25 units offline for residents impacted by the resyndication.



MTW Program Utilization



Rent Collection

The Property Management (PM) team in coordination with Client Support and Empowerment (CSE), continues to issue “violation” letters and complete warm outreach for households behind on rent. Violation letters preceded the issuance of a 30-day non-payment notice.

Rent Collection (THA-managed only*)	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026
	70%					

*This data reflects 76% of units in THA’s Portfolio

Collaborative warm outreach to households has been very successful in 2025. In December, the PM team sent 114 housing stability referrals to CSE, leading to a total of 1500 referrals to CSE in all of 2025. Community Advocates served a total of 1,216 unique households. Amazingly, 89% of households referred to CSE for housing stability needs remained housed by THA as of the end of 2025.

Just prior to the end of the year, late rent engagement by Community Advocates yielded significant pledges from community resources, including the newly refunded Homelessness Prevention and Diversion Fund, a state-supported program that helps to support youth ages 12-24 quickly resolve housing crises and prevent homelessness in the first place. These pledges helped to provide immediate relief and ensured that families could remain stably housed during the holiday season, a period that is often financially and emotionally challenging. Several other applications for assistance are awaiting approval.

Additionally, CSE staff worked with community partners to provide a wide range of income supports during December that helped offset the increased costs families often face during the holiday season. These efforts included the 2nd Annual Tacoma Public Schools (TPS) Toy Drive for THA families, sponsored by TPS staff in the Central Administration Building (CAB), as well as a toy drive at Bay Terrace sponsored by local non-profit Believing in Myself Again (BIMA). All together, these efforts led to the distribution of over 1,200 toys to over 250 families, providing over \$24,000 in income supports for families to help offset holiday costs and ensure that paying rent took priority. In the Mid-Rises and the Rise at 19th, families with pets received over \$12,000 in income supports through the annual Wag Pet Market LLC holiday giveaway. Wag supported a total of 84 pets with food, litter, toys and treats. Thank you to all our community partners for their generous support and thank you to our amazing Community Builders for their extensive coordination over the holidays!



Pictured: Bridgette Johnson, Founder of BIMA and former THA team member, unloading a van full of new toys (left); Johnson helped to organize a toy drive at Bay Terrace with THA's Community Building team and volunteers from her church (right).

Serve as a Great Employer, Contractor, and Community Partner

In December, the Employee Appreciation Committee hosted its annual end-of-year celebration. The event celebrated department accomplishments and recognized employees that attained service milestones. We are grateful for the efforts of the Employee Appreciation Committee for a successful event. Thank you to Commissioner Dunn for your remarks!

THA continues to have a strong safety record. In 2025, there were 8 OSHA recordable injuries and no occupational illnesses. THA appreciates everyone's commitment to maintaining a safe and healthy workplace.

THA met its goal of maintaining an 85% retention rate. The retention rate was 89.4% in 2025. (Retention rate is the percentage of employees that remained employed for 12 months in 2025).

The current headcount is 168 employees, and THA is actively working on filling vacant positions.

On January 6, Human Resources (HR) launched TED Talk Tuesdays. This is a monthly series designed to inspire, educate, and spark meaningful conversations across THA.

HR looks forward to serving staff in 2026 and continuing to make THA a great employer.

Community Partnership Highlight

In November, THA started talks with Metro Parks regarding the maintenance and repair of playgrounds and park areas. Two meetings have started positive ongoing discussions. In December, THA engaged Tacoma Environmental Services to discuss a partnership to address several key issues facing THA properties, specifically Salishan. Discussions include Illegal Dumping, Call-2-Haul availability, Brown Waste disposal, THA's ongoing recycling efforts as well as future programs and resident education.

Continuing 2025 efforts, THA holds Seat #9 on the Environmental Services Commission (ESC), representing Multi-family Housing through 2028.

A Look Ahead

The February Board meeting will be focused on Highlights of THA's Supportive Services.

Other Updates

Congress is considering a minibus that would fund HUD programs through FY26. Below are the highlights of the bill that impact THA:

- **Housing Choice Voucher (HCV) Housing Assistance Payments (HAP) Renewal Account:** The bill includes \$34.957 billion for HAP renewal funding. This is a \$2.812 billion increase from FY 2025 enacted levels. The bill combines the Mainstream voucher HAP account with the general program HAP account.
- **HCV Administrative Fees:** The bill includes \$2.836 billion in HCV administrative fees. This is a \$65 million increase from the FY 2025 level.
- **Tenant Protection Vouchers (TPVs):** The bill includes \$601 million for TPVs, which is \$264 million more than the FY 2025 level. The bill also allows TPV funding to be used to provide assistance to PHAs that would otherwise be forced to terminate Emergency Housing Voucher households as a result of insufficient funding.
- **Family Unification Program/Foster Youth to Independence Initiative:** The bill includes \$30 million for the Family Unification Program and the Foster Youth to Independence Initiative, which is the same level as FY 2025. The bill would rename the Foster Youth to Independence Initiative to “The Melania Trump Foster Youth to Independence Initiative.”
- **HUD-VASH:** The bill provides \$15 million for HUD-VASH voucher assistance for veterans, which is the same level as FY 2025.
- **Family Self-Sufficiency Program:** The bill provides \$156.4 million for the FSS program, an increase of \$15.4 million compared to FY 2025.

The bill also includes THA’s \$850,000 Congressionally Directed funding request for Salishan and Hillside Terrace. This funding was requested by Representative Marilyn Strickland and Senator Maria Cantwell.



TACOMA HOUSING AUTHORITY

NEW BUSINESS



Resolution 1



RESOLUTION 2026-01-28 (1)

Date: January 28, 2026

To: THA Board of Commissioners

From: April Black
Executive Director

Re: Authority to Execute Legal Services Contracts

This resolution would authorize Tacoma Housing Authority's (THA) Executive Director to execute contracts with Eisenhower Carlson PLLC and Gordon Thomas Honeywell for Legal services.

BACKGROUND

THA released a Request for Proposal (RFP) on November 3, 2025, for a multitude of legal services. This RFP was released pursuant to THA's procurement policy and best practices in government contracting. We received ten submissions. A panel of THA staff reviewed and evaluated the submissions and have recommended awarding contracts to:

Eisenhower Carlson PLLC for \$350,000 for Taxable Properties:

- Unlawful Detainer and Related Landlord/Tenant Matters (Commercial and Residential)
- Labor and Employment Law
- General Real Estate and Business Transactions and Land Use and Related Matters
- General Commercial and Civil Litigation

Gordon Thomas Honeywell for \$350,000 for Taxable and Non-Taxable Properties combined:

- General Counsel
- Public Records Act and Open Public Meetings Act
- Torts and Related Matters
- Labor and Employment Law
- General Real Estate and Business Transactions and Land Use and Related Matters

RECOMMENDATION

Allow THA's Executive Director to enter into contracts with Eisenhower Carlson PLLC and Gordon Thomas Honeywell for legal services.



RESOLUTION 2026-01-28 (1)

Authority to Execute Legal Services Contracts

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

WHEREAS, THA initiated a competitive procurement process and released an RFP for Legal Services; and

WHEREAS, A THA panel evaluated the submitted proposals and recommends utilizing Eisenhower Carlson and Gordon Thomas Honeywell's services; and

WHEREAS, THA's Procurement Policy requires Board Approval for contracts greater than \$150,000 when previously authorized by a Board approved budget; now, therefore, be it

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

THA's Executive Director is authorized to enter into contracts with Eisenhower Carlson PLLC and Gordon Thomas Honeywell.

Approved: January 28, 2026

Stanley Rumbaugh, Chair



Resolution 2



RESOLUTION 2026-01-28 (2)

Date: January 28, 2026

To: THA Board of Commissioners

From: April Black
Executive Director

Re: Authority to enter into an Interlocal Agreement with King County Housing Authority for Arbitrage Rebate Compliance Services

This resolution would allow THA's Executive Director to enter into an Interlocal Agreement with the King County Housing Authority (KCHA) for Arbitrage Rebate Compliance Services

BACKGROUND

Arbitrage rebate compliance refers to a complex set of rules under the Internal Revenue Code for tax-exempt bond issuers, which provide that certain arbitrage earnings must be paid, or "rebated," to the U.S. Treasury. Arbitrage occurs when bond proceeds are invested at a higher return than the interest paid on the bonds themselves. There are yield restrictions and spending exceptions.

KCHA previously entered into an agreement with Arbitrage Compliance Specialist (ACS) for the following specialized arbitrage rebate compliance services:

- Rebate liabilities
- Tracking IRS deadlines
- Assist completing IRS form 8038-T
- Deliver reports to Agency
- Assist Agency with IRS inquiries
- Provide a CPA certified opinion confirming that rebate calculations are in compliance with rebate regulations and laws

- Assist the Agency in analyzing the arbitrage compliance implications of proposed financing transactions, including the impact of potential refunding, bond structure, and investment structures.
- Make recommendations for changes in record keeping and investment policies with regards to bond proceeds
- Advise Agency on changes in related federal or state regulations

THA previously used ACS's services and was satisfied with the work they performed. It is in THA's interest to use ACS's services to ensure tax code compliance in this complex and specialized area.

RECOMMENDATION

Allow THA's Executive Director to enter into an Interlocal Agreement with KCHA pursuant to the Interlocal Cooperation Act, RCW 39.34, which will enable THA to leverage KCHA's contract with Arbitrage Compliance Services to ensure THA's compliance with arbitrage rebate rules.



RESOLUTION 2026-01-28 (2)

Authority to Enter Into an Interlocal Agreement with KCHA

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

WHEREAS, THA seeks to secure the services of an Arbitrage Rebate Compliance firm to ensure its compliance with nuanced and complex tax code rules; and

WHEREAS, THA finds that KCHA followed the Housing and Urban Development (HUD) procurement process 24 CFR 85.36 and contracted with Arbitrage Compliance Services (ACS); and

WHEREAS, using the services of ACS, a firm with which THA has experience, to ensure tax code compliance is in THA's interest; and

WHEREAS, federal and state procurement regulations, including but not limited to 2 CFR 200.318(e) and Chapter 39.34 RCW (The Interlocal Cooperation Act) permit public agencies, through the form of interlocal agreements, to cooperate and exercise joint powers in carrying out their public purposes, which includes the purchase of goods and services; and

WHEREAS, entering into an interlocal agreement will benefit THA by leveraging the power of KCHA to obtain competitively bid good and services from ACS at a reasonable cost and by streamlining the procurement of such goods and services; now, therefore, be it

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

THA's Executive Director is hereby authorized to enter into an interlocal agreement with KCHA in the form attached hereto.

Approved: January 28, 2026

Stanley Rumbaugh, Chair



Resolution 3



RESOLUTION 2026-01-28 (3)

Date: January 28, 2026

To: THA Board of Commissioners

From: April Black
Executive Director

Re: Administrative Plan Change Approvals

This resolution would formalize several changes made to various chapters in Tacoma Housing Authority's (THA) Administrative Plan.

BACKGROUND

THA's Administrative Plan governs the operation of our Housing Choice Voucher (HCV) program and other tenant-based programs. Our plan states that any revisions must be approved by the Board of Commissioners. Since 2024, THA staff have implemented various updates to the Administrative Plan. While most changes followed established processes, a few did not receive formal approval from the Board of Commissioners as intended. Some of these changes are mandates from the Department of Housing and Urban Development (HUD). Others are changes staff and leadership proposed to improve our programming and respond to sudden changes in program funding.

The changes made to the Administrative Plan are as follows on the next page.

Outline of Changes made to THA's Administrative Plan (2025)

Topic	Date Published	Section	Type of Change	Description
HQS / NSPIRE	12/27/2024	Ch 8	HUD Mandate	HUD mandated changes to the Housing Quality Standards and introduced the National Standards for the Physical Inspection of Real Estate (NSPIRE). NSPIRE requires accurately assessing a unit's condition, implementing a streamlined inspection process, and mandates that public housing authorities prioritize the health and safety of residents. This chapter was re-written to align with these new mandates.
Table of Contents	12/27/2024	TOC	Updated	At the end of 2024, THA updated the Administrative Plan's Table of Contents to include placeholders to chapters that are missing but will be included in the near future.
Briefings	4/3/2025	5-I.B	HUD Mandate	The Housing Opportunity Through Modernization Act (HOTMA) requires public housing authorities to include information about Reasonable Accommodations in Briefing Packets. THA implemented changes to our oral presentations of Briefing Packets.
Income and Subsidy Determinations	4/3/2025	Ch 6	HUD Mandate	THA added a new chapter (6B) to reflect changes required by HOTMA. HOTMA changed the way PHAs calculate income, specifically by calling out what doesn't count as income and modifying whether

Topic	Date Published	Section	Type of Change	Description
				to look back at the previous year's income or project forward using the client's current income.
Verifications	4/3/2025	7-I.A.	HUD Mandate	THA updated this section of the Administrative Plan to align with HUD's new requirements as enacted through HOTMA. This change allows participants to sign consent forms only once.
VASH	4/3/2025	Ch 21	New Chapter	THA added a new chapter to the Administrative Plan to outline governing requirements for the VASH program.
Income and Subsidy Determinations	7/31/2025	Ch 6A	Removing a Chapter	THA removed this chapter and replaced it with content that aligns with new HOTMA requirements (Ch 6B).
Reasonable Accommodations	7/31/2025	Ch 2	Removing Processes	This chapter was modified to remove procedural details and keep policies that pertain to reasonable accommodation requests, approvals, and denials.

RECOMMENDATION

Approve Resolution 2026-01-28 (3) authorizing THA to make all the recommended changes to the Administrative Plan.



RESOLUTION 2026-01-28 (3)

Administrative Plan Change Approvals

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

WHEREAS, public housing authorities are required to maintain an Administrative Plan that governs its tenant-based programs like Housing Choice Voucher (HCV), Veterans Affairs Supportive Housing (VASH), Foster Youth to Independence (FYI), and more; and

WHEREAS, Tacoma Housing Authority's Administrative Plan requires staff to gain approval from the Board of Commissioners for all changes; and

WHEREAS, since 2024, THA has implemented various changes to the Administrative Plan to align with new HUD requirements and improve our operational policies; now, therefore, be it

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

Approve Resolution 2026-01-28 (3) authorizing THA to make all the recommended changes to the Administrative Plan.

Approved: January 28, 2026

Stanley Rumbaugh, Chair



Resolution 4



RESOLUTION 2026-01-28 (4)

Date: January 28, 2026

To: THA Board of Commissioners

From: April Black
Executive Director

Re: Approval for Up to 171 Property Based Subsidies on Housing Hilltop North & South

This resolution would authorize Tacoma Housing Authority's (THA) Executive Director to execute an amendment to the Property Based Subsidy (PBS) contract with Housing Hilltop LLLP for up to 171 additional Property Based subsidies.

BACKGROUND

The Board previously approved a resolution dated March 27, 2024, to address financial and operational needs at Housing Hilltop. That resolution resulted in adding Property Based Subsidies (PBS) to 60 apartments to make the covered units accessible to households at 30% and 50% of Area Median Income (AMI), allowing housing access to a wider range of households and increasing property revenue.

The property is currently experiencing cash flow challenges that require additional measures to ensure financial stability.

Management has determined that adding up to 171 additional PBS subsidies at 60% Area Median Income (AMI) will provide additional subsidy revenue without impacting tenant rents. Management will evaluate the property's financial needs on an ongoing basis and may reduce the number of units on the PBS contract if the subsidies are not required.

Apartments currently occupied by voucher holders (58 of the 171 households) are not eligible for immediate conversion but may be converted upon vacancy in the future. In addition, 60 apartments are already under the PBS contract (at 30% and 50% AMI).

The proposed addition of PBS subsidy will result in a subsidy equal to the difference between the 60% LIHTC rent and THA's contract rent, as shown below:

Bedroom	60% Rent	Contract Rent	Difference
1BR	\$1,239	\$1,342	\$103
2BR	\$1,551	\$1,751	\$200
3BR	\$1,779	\$2,486	\$707

Financial Impact

The number of apartments to convert will be contingent upon the ongoing month-by-month cash flow analysis. Examples of the financial impact are listed below:

- Matching Counts on Previous Contract: 60 Units, \$30,300/month (\$363,600/year)
- Current Available (Excluding Voucher Holders): 113 units, \$46,495/month (\$557,940/year)
- Maximum Conversion (All 171 Units): \$53,827/month (\$645,924/year)

RECOMMENDATION

Approve Resolution 2026-01-28 (4) authorizing THA's Executive Director to execute an amendment to the Property Based Subsidy (PBS) contract with Housing Hilltop LLLP for up to 171 additional Property Based subsidies.



RESOLUTION 2026-01-28 (4)

Approval for Up to 171 Property Based Subsidies on Housing Hilltop North & South

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

WHEREAS, Tacoma Housing Authority obtained MTW Approval in 2018 to implement its Property Based Subsidy program; and

WHEREAS, THA's approval permits the agency to provide subsidies on properties owned in whole or in part by THA or with other private owners; and

WHEREAS, THA approved entering a contract with Housing Hilltop LLLP to provide its Property Based Subsidy program for Housing Hilltop LLLP; and

WHEREAS, THA entered a contract with Housing Hilltop LLLP to provide its Property Based Subsidy program for 60 apartments; and

WHEREAS, Adding additional Property Based Subsidies to Housing Hilltop North and South will ensure the property is financially stable; and

WHEREAS, The Housing Hilltop LLLP contract will be amended to add up to 171 additional PBS subsidies; now, therefore, be it

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

Tacoma Housing Authority's (THA) Executive Director is authorized *to execute an amendment to the Property Based Subsidy Contract* with Housing Hilltop LLLP for up to 171 additional units.

Approved: January 28, 2026

Stanley Rumbaugh, Chair



Resolution 5



RESOLUTION 2026-01-28 (5)

Date: January 20, 2026

To: THA Board of Commissioners

From: April Black
Executive Director

Re: Authority to Enter Into an Interlocal Agreement with King County Housing Authority (KCHA) for third-party property management services with Allied Residential

This resolution authorizes the Tacoma Housing Authority's (THA's) Executive Director to enter an Interlocal Agreement with King County Housing Authority (KCHA) for third-party property management services with Allied Residential.

BACKGROUND

THA currently contracts with FPI for property management services at Housing Hilltop and Alberta J. Canada Apartments. After repeated and sustained efforts to provide training and support to FPI, a recent audit highlighted several significant challenges that impact THA's ability to serve tenants and uphold agency standards. After thoughtful consideration regarding the severity of these increasingly escalating issues, THA has decided to terminate its LIHTC/HUD Management Agreements for both Housing Hilltop and Alberta J. Canada Apartments. As a result, THA is in immediate need of a qualified property management provider to begin overseeing operations for both Housing Hilltop and Alberta J. Canada Apartments.

Under Chapter 39.34 RCW, local and state government agencies may make purchases of services, goods, or equipment using another agency's purchasing contract, a process known as "piggybacking." THA's Procurement Policy, No. PCI-01, more specifically authorizes THA to enter into an interlocal cooperation agreement that would enable piggybacking upon board approval via a resolution.

King County Housing Authority (KCHA) has selected Allied Residential for property management services through a competitive process that complies with all procurement laws applicable to it. To ensure its operational needs are met economically and efficiently, THA intends to use KCHA's contract and is seeking board approval to enter into an interlocal cooperation agreement to do so.

RECOMMENDATION

A THA seeks authority to enter into an interlocal cooperation agreement with KCHA pursuant to Chapter 39.34 RCW. This will allow THA to rely on KCHA's procurement of a third-party property management company to ensure operational and tenant needs are economically and efficiently met at Housing Hilltop and Alberta J. Canada Apartments.



RESOLUTION 2026-01-28 (5)

Approval of Contract with Allied Management

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

WHEREAS, it is in THA's interest to seek a qualified property management company to oversee management of Housing Hilltop and Alberta J. Canada Apartments as soon as possible; and

WHEREAS, KCHA followed all procurement laws applicable to it in procuring Allied Residential; and

WHEREAS, Chapter 39.34 RCW (The Interlocal Cooperation Act) permits public agencies to cooperate and exercise joint powers in carrying out their public purposes, including the purchase of goods and services; now, therefore, be it

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

THA's Executive Director is authorized to enter an Interlocal Cooperative Agreement with King County Housing Authority (KCHA) so that THA may rely on KCHA's procurement of Allied Residential.

Approved: January 28, 2026

Stanley Rumbaugh, Chair