



MINUTES
Meeting No. 681

September 26, 2019
Tacoma Municipal Bldg., Room 248

Steve Snider called the meeting to order at 7:34 a.m.

ROLL CALL

TCRA Members Present: Steve Snider, Ian Northrip, Dan Montopoli, Terri Scott, Kimber Starr, Alex Hogan, Jason Kors, Tera Williams, Karsen Keever, Matthew Schemp

TCRA Members Absent: Meredith Neal, Zac Schon

TCRA Staff in Attendance: Daniel Murillo, Danai Mangum, Carrie Wickstrom, Darian Lightfoot, Jason Mejia

Guests in Attendance: Roberta Schur, Tacoma Housing Authority; Maureen Fife, Habitat for Humanity; Sheeran Kildun, Habitat for Humanity; Gomer Roseman, Habitat for Humanity; Patti Jameson, Habitat for Humanity ;David Puszczewicz, Homership Center; Peter Ansara, Korean Women's Association

THE FOLLOWING ITEMS WERE PRESENTED FOR BOARD REVIEW AND DISCUSSION:

CONSENT AGENDA

1. TCRA Meeting Minutes for August 22, 2019
2. August 2019 Check Register
3. Administrator Report- Quarter 2 and 3 2019

MOTION: Dan Montopoli requested adding the work "excused" to the motion to excuse members that were absent from the August 22, 2019 meeting. Ian Nothrip moved to approve the consent agenda as presented. Jason Kors seconded the motion, which passed unanimously.

HOUSING

1. 2019 Affordable Housing NOFA- Summary of Eligible Applicants

Staff provided a summary of the proposals submitted through the 2019 Notice of Funding Availability for affordable housing projects. Four proposals were submitted totaling \$3,379,000 with a total of \$2,269,612 made available in both CDBG and HOME funds. Two projects were for multi-family developments and two projects for single-family developments. No Board action was necessary.

2. 2019 Affordable Housing NOFA- Oral Presentations From Eligible Applicants

Each applicant eligible to receive funding through the 2019 Affordable Housing NOFA provided a 3-minute presentation on their project. The Board asked questions of each applicant to assist in their review of the submitted applications. Presentations were informational only. No Board action was required.

3. 2019 Affordable Housing NOFA- Public Comment Period

Staff provided an opportunity for members of the public to provide oral comments on the applicants and projects found eligible for 2019 Affordable Housing NOFA funding. No comments were received. Staff also announced that written comments from the public will be taken until October 9, 2019. No Board action was required.

4. Housing Rehabilitation Program Updates

Staff provided a process map for the administration of the Housing Rehabilitation Program and requested approval from the Board on a Memorandum of Understanding between the TCRA and Tacoma Public Utilities (TPU). Staff noted that the process is modeled after the program of the Pierce County Community Development Corporation and includes an additional staff member to assist with processing applications. Staff also noted that the MOU will support both the Single Family Rehabilitation and TPU's Conservation Program through shared resource, such as a contracting pool, and marketing.

MOTION: Karsen Keever moved to approve authorizing the TCRA Administrator to enter into Memorandum of Understanding with Tacoma Public Utilities. Terri Scott seconded the motion, which passed unanimously with Dan Montopoli recusing himself.

5. Loan write offs

Staff requested that the Board write-off seven housing assistance loans totaling \$89,658.51. These loans have no recourse action, no surplus funds were available to pay off the loan, or surplus funds did not cover the full amount of the loan.

MOTION: Ian Nothrip moved to write-off seven housing assistance loans totaling \$89,658.51. Dan Montopoli seconded the motion, which passed unanimously.

FOR THE GOOD OF THE ORDER

Daniel Murillo introduced Jason Mejia and Darian Lighfoot as the two newest Contract Program Auditors in the Housing Division.

MOTION: Jason Kors moved to excuse Meredith Neal and Zac Schon. Steve Snider seconded the motion, which passed unanimously.

ADJOURN

The meeting adjourned at 8:50 a.m.

Respectfully Submitted,

Dan Montopoli