



BOARD OF COMMISSIONERS MEETING MINUTES

REGULAR SESSION
WEDNESDAY, JUNE 26, 2024

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at 902 South L Street, Tacoma, WA 98405 at 4:45 pm on Wednesday, June 26, 2024.

1. CALL TO ORDER

Chair Hodge called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 4:52 pm.

2. ROLL CALL

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

PRESENT	ABSENT
COMMISSIONERS	
Chair Dr. Minh-Anh Hodge	
Vice Chair Derek Young	
Commissioner Stanley Rumbaugh (arrived late at 4:58 pm)	
	Commissioner Michael Purter
	Commissioner Shennetta Smith
STAFF	
April Black, Executive Director	
Aley Thompson, Deputy Executive Director	
Sha Peterson, Executive Initiatives Officer	
Adam Ydstie, Policy, Innovation, and Evaluation Director	
Amber Prentice, Rental Assistance Director	
Cacey Hanauer, Client Support and Empowerment Director	
Ken Short, Asset Management and Real Estate Development Director	
Lynette Scott, Interim Human Resources Director	
Marquis Jenkins, Property Management Director	
Richard Deitz, Finance Director	
William Morse, Director/CIO	

Chair Hodge declared there was a quorum present at 4:53 pm and proceeded.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Chair Hodge asked for any corrections to or discussion of minutes for the Regular Session of the Board of Commissioners for Wednesday, May 22, 2024. Commissioner Rumbaugh moved to adopt the minutes. Vice Chair Young seconded.

Upon roll call, the vote was as follows:

AYES:	3
NAYS:	0
Abstain:	0
Absent:	2

Motion approved.

4. GUEST COMMENTS

None.

5. COMMITTEE REPORTS

REAL ESTATE DEVELOPMENT COMMITTEE—COMMISSIONER RUMBAUGH, COMMISSIONER SMITH

The committee met on Friday and discussed Housing Hilltop updates, Aviva Crossing and Hillsdale Height. The committee also went over the 2025 Goals which will be discussed at subcommittee meetings before bringing the presentation to the full Board. Lastly, the committee discussed potential acquisitions in the pipeline.

FINANCE AND AUDIT COMMITTEE—CHAIR HODGE, VICE CHAIR YOUNG

The committee did not meet.

COMMUNITY PARTNERSHIPS AND ADVOCACY COMMITTEE—COMMISSIONER PURTER, COMMISSIONER SMITH

Committee members were not in attendance.

EDUCATION, HOUSING SERVICES AND PARTNERSHIPS COMMITTEE—CHAIR HODGE, VICE CHAIR YOUNG

The committee did not meet.

DIVERSITY, EQUITY, INCLUSION AND BELONGING COMMITTEE—CHAIR HODGE, COMMISSIONER SMITH

Chair Hodge met with DEIB Strategic Advisor Priya Saxena and University of Washington-Tacoma (UWT) to discuss potential consultation for professional development for the Board and Leadership team. They

also discussed the direction to follow and goals with UWT. Priya will talk to the committee to see how to move forward.

6. FINANCE REPORT

FINANCE

Finance Department (FD) Director Rich Deitz directed the board to the finance report. Cash Report will not be available for May and not sure what will be presented in August. Total balance is at \$36.6M which is down from prior month. Cash Held is at \$9.9M down \$450k. Unrestricted is at \$13.1M up \$860k.

6.1 RATIFYING CASH DISBURSEMENT FOR MAY 2024

Commissioner Rumbaugh moved to ratify the payment of cash disbursements totaling \$7,397,803 for the month of May 2024. Vice Chair Young seconded.

Upon roll call, the vote was as follows:

AYES:	3
NAYS:	0
Abstain:	0
Absent:	2

Motion approved.

7. AGENCY MONTHLY REPORT

The Tacoma Housing Authority (THA) has achieved a significant milestone with the Hilltop South project, receiving the Certificate of Occupancy and welcoming the first resident on June 10, 2024. The townhomes are expected to be fully occupied by this Friday, and a Ribbon Cutting ceremony is scheduled for Saturday, August 3rd, tailored to be more community inclusive.

Concurrently, THA staff are diligently addressing challenges at Aviva Crossing, engaging in extensive negotiations for easement work on the adjacent parcel. They are proactively developing contingency plans to ensure the realization of affordable housing on the site.

The resyndication process for Hillside 2300 and Sals 1, 2, and 3 is in progress, with upcoming meetings to discuss staff requirements for temporary relocations. The search for public funding sources has also commenced.

Efforts are intensifying on the Hillside Heights project, with a primary focus on establishing Bridge Meadows for intergenerational living by 2026.

The Yardi implementation is progressing smoothly, entering Phase 2 amidst positive feedback. The staff's participation in a Yardi conference this fall is anticipated.

On the leasing front, THA staff are tirelessly working to house individuals through voucher and portfolio programs. A recent finance analysis confirmed the current payment standards, with a follow-up analysis planned for January.

The Client Support and Empowerment team is actively developing summer programs at THA properties, aiming to support youth with on-site activities and free lunches. Additionally, they are exploring a new financing program to further empower the community.

8. NEW BUSINESS

8.1 RESOLUTION 2024-06-26 (1), PIONEER HUMAN SERVICES ST. HELENS & EXLEY APARTMENTS-PROJECT BASED VOUCHER HAP CONTRACT

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

WHEREAS, Pioneer Human Services St. Helens & Exley Apartments project will maintain 14 units of affordable housing; and

WHEREAS, Pioneer Human Services St. Helens & Exley Apartments project will house very-low-income households in our community; and

WHEREAS, THA has underutilized HCV vouchers available; now, therefore, be it

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

THA's Executive Director is authorized to execute a Housing Assistance Payment (HAP) contract with Pioneer Human Services St. Helens & Exley Apartments Project.

Vice Chair Young motioned to approve the resolution. Commissioner Rumbaugh seconded the motion.

Upon roll call, the vote was as follows:

AYES:	3
NAYS:	0
Abstain:	0
Absent:	2

Motion approved: June 26, 2024

Dr. Minh-Anh Hodge, Chair

8.2 RESOLUTION 2024-06-26 (2), JAMES CENTER NORTH/AVIVA CROSSING COST SHARE

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

WHEREAS, THA is facilitating the development of several parcels at James Center North / Aviva Crossing to be developed as affordable housing; and

WHEREAS, the development of those parcels requires numerous infrastructure improvements, including the upgrade and realignment of the utilities on site and on neighboring properties; and

WHEREAS, THA's support of those improvements enables affordable rents on site through cost efficiencies of combined scopes of work and financial contributions; 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 *negotiate and enter into a cost share agreement with development partners at Aviva Crossing, with THA commitments to total no more than \$5 million.*

Vice Chair Young motioned to approve the resolution. Commissioner Rumbaugh seconded the motion.

Upon roll call, the vote was as follows:

AYES:	3
NAYS:	0
Abstain:	0
Absent:	2

Motion approved: June 26, 2024

Dr. Minh-Anh Hodge, Chair

8.3 RESOLUTION 2024-06-26 (3), COMPLIANCE WITH THE COLLECTIVE BARGAINING AGREEMENT WITH OPEIU

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

WHEREAS, the July 1, 2023 – June 30, 2026, Collective Bargaining Agreement between THA and OPEIU requires annual wage reopeners as specified in Schedule A, Annual Wage Increases; and

WHEREAS, OPEIU gave timely notice to THA to reopen negotiations for Schedule A, Annual Wage Increases; and

WHEREAS, THA and OPEIU have reached an agreement regarding a wage increase; ensuring compliance with the CBA; 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:

1. In summary, allow:
 - a. A 3% across-the-board wage increase effective July 6, 2024.
 - b. A 3% increase to the wage schedule effective July 6, 2024.
 - c. A \$1.00 per hour increase to Lead pay effective July 6, 2024.
2. That this resolution shall take effect immediately upon its adoption and approval.

Commissioner Rumbaugh motioned to approve the resolution. Vice Chair seconded the motion.

Upon roll call, the vote was as follows:

AYES:	3
NAYS:	0
Abstain:	0
Absent:	2

Motion approved: June 26, 2024

Dr. Minh-Anh Hodge, Chair

8.4 RESOLUTION 2024-06-26 (4), COMPLIANCE WITH THE COLLECTIVE BARGAINING AGREEMENT WITH THE TRADES COUNCIL

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

WHEREAS, the June 1, 2023 – May 31, 2026, Collective Bargaining Agreement between THA and Trades Council requires annual wage reopeners as specified in Schedule A, Annual Wage Increases; and

WHEREAS, Trades Council gave timely notice to THA to reopen negotiations for Schedule A, Annual Wage Increases; and

WHEREAS, THA and Trades Council have reached an agreement regarding a wage increase; ensuring compliance with the CBA; and

WHEREAS, Trades Council 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:

3. In summary, allow:
 - d. A 3% across-the-board increase effective June 8, 2024.
 - e. A 3% increase to the wage schedule effective June 8, 2024.
 - f. A \$1.00 per hour increase to Lead pay effective June 8, 2024.
4. That this resolution shall take effect immediately upon its adoption and approval.

Vice Chair Young motioned to approve the resolution. Commissioner Rumbaugh seconded the motion.

Upon roll call, the vote was as follows:

AYES:	3
NAYS:	0
Abstain:	0
Absent:	2

Motion approved: June 26, 2024

Dr. Minh-Anh Hodge, Chair

9. COMMENTS FROM COMMISSIONERS

Chair Hodge thanked ED Black and staff for their dedication to the work every day.

10. ADJOURNMENT

There being no further business to conduct, the meeting ended at 5:29 pm.

APPROVED AS CORRECT

Adopted: July 24, 2024



Derek Young, Chair