



**Tacoma
Community
Redevelopment
Authority**

MINUTES
Meeting No. 605

Jan. 22, 2015
Tacoma Municipal Bldg., Room 248

Curt Curtis, President, called the meeting to order at 7:37 a.m.

ROLL CALL

TCRA Members Present: Curt Curtis, Michael McNeil, Dan Montopoli, Matt LaCroix, Tess Colby

TCRA Members Absent: Jason Kors, Helen Tran, Steve Snider

Staff in Attendance: Jacinda Howard, Carey Jenkins

THE FOLLOWING ITEMS ARE PRESENTED FOR BOARD REVIEW AND DISCUSSION:

CONSENT AGENDA

1. TCRA Minutes for Dec 18, 2014
2. Administrative Report for November 2014
3. Administrative Report for December 2014

MOTION: Matt LaCroix moved to approve the consent agenda. Dan Montopoli seconded the motion. The motion passed unanimously.

ADMINISTRATION

4. Administrative Report Documentation (Presenter: Jacinda Howard)

Staff and the TCRA board discussed what documentation the board prefers to accompany the monthly administrative reports. The board unanimously decided it preferred to receive the full report, to include the summary and all copies of documents executed by the TCRA Administrator on behalf of the TCRA board, in Adobe PDF format. The PDF document will be sent to the board members electronically and will accompany the electronically distributed meeting agendas. Board members will contact Jacinda Howard if they personally wish to review an original copy of any of the documents.

No Action Required.

5. Election of Officers (Presenter: Jacinda Howard)

Staff distributed ballots to be used by TCRA board members to elect individuals to the officer positions of Secretary and Treasurer. Board members voted at the meeting. Tess Colby was unanimously elected to serve as the TCRA Secretary until her term expires on January 21, 2016. Jason Kors was unanimously elected to serve as the TCRA Treasurer until his term expires on January 21, 2016. A President was not elected as Curt Curtis will hold this position until his term ends on January 21, 2016. A Vice President was not elected as Steve Snider will hold this position until December 4, 2015. Officers assumed their positions immediately following the vote.

ECONOMIC DEVELOPMENT

6. Reappropriation of HUD- Business Revolving Loan Fund (Presenter: Carey Jenkins)

Staff requested the TCRA board discontinue the HUD- Business Revolving Loan Program and reprogram the associated \$566,765 in Community Development Block Grant funds to a newly established Special Purposes Economic Development Revolving Loan fund.

MOTION: Michael McNeil moved to discontinue the HUD- Business Revolving Loan Program and reappropriate the associated funds to a Special Purposes Economic Development Revolving Loan fund. Matt LaCroix seconded the motion. The motion passed unanimously.

HOUSING ASSISTANCE

7. 2014- 2015 CDBG Contractors Status Report (Presenter: Jacinda Howard)

Staff provided a quarterly update for the period ending December 31, 2014 on the status of the 2014-15 Community Development Block Grant contractors.

FOR THE GOOD OF THE ORDER

MOTION: Tess Colby moved to excuse board members Steve Snider, Jason Kors and Helen Tran. Matt LaCroix seconded the motion and it was approved unanimously.

ANNOUNCEMENT: Carey Jenkins announced that TCRA Sr. Accountant Jeanine Luken retired as of Dec. 31, 2014. City of Tacoma Accounting staff will assume TCRA accounting activities. There were no concerns or questions regarding this. Carey Jenkins also announced that staff will soon be releasing a Request For Proposals (RFP) for underwriting services pertaining to the small business loan programs and portfolio.

ADJOURN: 8:32 a.m.

Respectfully Submitted,

For
Tess Colby
