



**MINUTES**  
Meeting No. 657

January 25, 2018  
Tacoma Municipal Bldg., Room 248

Tess Colby called the meeting to order at 7:37 a.m.

**ROLL CALL**

TCRA Members Present: Steve Snider, Tess Colby, Alex Hogan, Zac Schon, Dan Montopoli, Jason Kors

TCRA Members Absent: Lisa Lukan, Karsen Keever, Matthew Schemp,

Staff in Attendance: Shannon Johnson, Jacinda Steltjes, Carol Hassard, Daniel Murillo, Gloria Fletcher

***THE FOLLOWING ITEMS WERE PRESENTED FOR BOARD REVIEW AND DISCUSSION:***

**CONSENT AGENDA**

1. TCRA Meeting Minutes for January 25, 2018
2. Check Register: January 2017

**MOTION:** Zac Schon moved to approve the consent agenda as presented. Dan Montopoli seconded the motion. The consent agenda received a unanimous passing vote.

**HOUSING**

3. 2018-19 CDBG NOFA Oral Presentations

Eligible applicants participating in the 2018-19 (Housing and Economic Development) CDBG NOFA process presented their programs to the Board. Informational only.

4. 2018-19 CDBG Notice of Funding Availability (NOFA) - Public Comment Period

Opportunity for public comment was provided. No public comment received.

5. Valhalla Hall Property Management Services Recommendation (Presenter: Shannon Johnson)

Staff requested the Board's approval to enter into an agreement with Capital Management Advisors (CMA) to provide full property management services for the Valhalla Hall project, located at 1216-1218 Martin Luther King Jr Way.

**MOTION:** Jason Kors moved to approve of staff's request to enter into an agreement with Capital Management Advisors. Alex Hogan seconded the motion, which passed unanimously.

6. 5231 So. Tacoma Way - Request for Contractor Approval: Condition Assessment (Presenter: Gloria Fletcher)

Staff requested the Board's approval to negotiate and execute a contract with AustinCina to complete the condition assessment needed to obtain a Certificate of Occupancy for the Starlite Lounge, for a maximum contract amount of \$5,000.

**MOTION:** Dan Montopoli moved to approve the TCRA Administrator to negotiate and execute a contract with the selected contractor for a maximum contract amount of \$5,000. Steve Snider seconded the motion, which passed unanimously.

7. 2017-18 CDBG Subrecipient Program Update

This item was tabled until the next scheduled TCRA meeting.

**FOR THE GOOD OF THE ORDER**

**MOTION:** Jason Kors moved to excuse the absent members from the TCRA Meeting. Dan Montopoli seconded the motion, which passed unanimously.

ANNOUNCEMENT: Staff introduced the newest Housing Division Contract and Program Auditor, Chris Suh.

ANNOUNCEMENT: Daniel Murillo provided a brief update on the affordable housing strategy consultant selection.

ANNOUNCEMENT: Jacinda Steltjes announced the grand re-opening of the Zodiac Lounge.

**ADJOURN**

The meeting adjourned at 8:47 a.m.

Respectfully Submitted,

Dan Montopoli