MINUTES

May 2, 2013
Tacoma Municipal Building, Room 248

Curt Curtis, Secretary, called the meeting to order at 7:30 a.m.

ROLL CALL:
TCRA Members Present: Curt Curtis, Walt Patterson, Michael Buchanan, Steve Snider, Tyler Shillito, Tess Colby and Lucy Clifthorne
TCRA Members Absent: Rea Hagen
Staff in Attendance: Carey Jenkins, Jim Colburn, Cathy Morton, Debbie Bingham, Jeanine Luken, Sheree Clark, Pat Chubb (Lakewood) and Jeff Gumm (Lakewood)
Guest(s): David Wiita

CONSENT AGENDA:
TCRA Minutes for March 28, 2013

MOTION: Tess Colby moved to approve the Consent Agenda as presented. The motion was seconded by Tyler Shillito and was approved.

ECONOMIC DEVELOPMENT:
1007 Pacific Avenue, LLC (Presenter: Sheree Clark)

Sheree Clark presented a request for a Fire Safety loan, in the amount of $17,245.79, on behalf of 1007 Pacific Avenue LLC. Debbie Bingham provided the Board with background information on the project. David Wiita, property owner, addressed the Board regarding his request.

MOTION: Tyler Shillito moved to approve the loan request, as presented. Michael Buchanan seconded the motion, which was approved.

HOUSING DEVELOPMENT:
Loan Write-offs (Presenter: Jeanine Luken)

Staff requested TCRA remove 13 loans, totaling $315,392.69, from their asset portfolio due to foreclosures.

MOTION: Lucy Clifthorne moved to remove the 13 loans from the books. The motion was seconded by Michael Buchanan and was approved.
Onofre, R. (Presenter: Jeanine Luken)

Staff requested TCRA remove a loan balance, in the amount of $17,500, from their portfolio following a short sale on the property.

Baker, L. (Presenter: Jeanine Luken)

Staff requested TCRA remove a loan balance, in the amount of $32,061.12, from their portfolio following a short sale on the property.

**MOTION:** Tess Colby moved to approve remove Onofre and Baker from the TCRA portfolio, as requested. The motion was seconded by Steve Snider and was approved.

Hendricks, J. & C. (Presenter: Pat Chubb, Lakewood)

Staff recommended modifying the rehabilitation loan with the Hendricks to allow for non-occupancy of the property.

**MOTION:** Tess Colby moved to approve the loan modification, as presented by staff. Walt Patterson seconded the motion, which was approved.

Habitat for Humanity (Presenter: Jeff Gumm, Lakewood)

Staff recommended TCRA award a development grant, in the amount of $49,739, to Tacoma/Pierce County Habitat for Humanity for their Portland Avenue project in Lakewood. Additionally, staff recommended $7,500 be set-aside for project administration. Funding for both items would be from Lakewood’s Affordable Housing Fund.

**MOTION:** Lucy Clifthorne moved to approve staffs request, as presented. Walt Patterson seconded the motion, which was approved.

**FOR THE GOOD OF THE ORDER:**

None

**ADJOURN:** 8:13 a.m.

Respectfully Submitted,

Lucy Clifthorne
Secretary