October 24, 2013
Tacoma Municipal Bldg., Room 248

Curt Curtis, President, called the meeting to order at 7:35 a.m.

ROLL CALL

TCRA Members Present: Curt Curtis, Michael Buchanan, Lucy Clifthorne, Tyler Shillito, Steve Snider, Tess Colby

TCRA Members Absent: Rae Lynn Hagan

Staff in Attendance: Carey Jenkins, Jacinda Howard, Jeanine Luken, Imelda Marquez, Cathy Morton, Shannon Johnson, Martha Anderson and Sheree Clark

Guests in Attendance: Tina Hansen, Tacoma Housing Authority; Manny Cepriano, Metropolitan Development Council; Sharon Barber, Metropolitan Development Council.

CONSENT AGENDA

1. TCRA Minutes for Oct. 10, 2013

MOTION: Lucy Clifthorne moved to approve the Oct. 10 TCRA minutes as presented. Tess Colby seconded the motion and it was unanimously approved.

ADMINISTRATIVE

2. Account Access Authorization (Presenter: Jeanine Luken)

MOTION: The board unanimously approved to give Imelda Marquez, TCRA accounting staff, the authority to conduct routine business with Heritage Bank.

3. Presentation of City Council 2-YR Funding Priorities (Presenter: Carey Jenkins)

Carey Jenkins presented a PowerPoint presentation on the two-year funding priorities that will be recommended to City Council. Sharon Barber, representing Metropolitan Development Council, publicly commented on the priorities. Barber said her program, Tacoma Entrepreneurial Assistance Program, has received City CDBG funding since 2006 and the program could not survive without City funding. She expressed a desire to not see any CDBG funding cuts to the economic development funding priority in the 2014-15 program year. Manny Cepriano, from Metropolitan Development Council, also publicly commented. He detailed the need for the Emergency Minor Home Repair Program. Cepriano feels there is a gap in program service for residents needing repairs valued between $500 and $25,000.

No action required.
4. Citizen Participation Plan (Presenter: Cathy Morton)

Cathy Morton reviewed the update to the Citizen Participation Plan that will be presented to City Council. There were no public comments on this agenda item.

No action required.

**ECONOMIC DEVELOPMENT**

5. Pat & Carole, LLC (Presenter: Sheree Clark)

Sheree Clark recommended approving a loan subordination request for Pat & Carole, LLC for the purposes of refinancing the building at 204 St. Helens, paying off an existing 1st mortgage lien on the building and making renovations to the HUB and Harnon Tap Room building located at 204 St. Helens.

Tess Colby questioned the financial spread provided by Sheree, who explained she had mistakenly based the spread on 8 months of projections rather than 12 months. Sheree Clark will provide the Board updated projected financials based on 12 months.

**MOTION:** Lucy Clifthorne moved to approve the loan subordination. Tess Colby seconded the motion. Tyler Shillito recused himself. The motion passed unanimously.

**HOUSING DEVELOPMENT**

6. Single Family Residence Blight Abatement Program (Presenter: Carey Jenkins)

Carey Jenkins provided the Board with a copy of the timeline.

No action required.

7. Sanders/Kruger Assumption (Presenter: Cathy Morton)

Cathy Morton recommended the TCRA allow (1) Kruger, an eligible heir to assume Sanders’ mortgage loan, and (2) an extension of the matured loan.

**MOTION:** Lucy Clifthorne moved to approve the heir assuming the mortgage loan and to extend the maturity of the loan 10 years. Tess Colby seconded the motion and it was approved unanimously.

**FOR THE GOOD OF THE ORDER**

**MOTION:** Tess Colby moved to excuse Board member Rae Lynn Hagan. Steve Snider seconded the motion and it was approved unanimously.

**ADJOURN:** 8:32 a.m.