



MINUTES
Meeting No. 642

March 23, 2017
Tacoma Municipal Bldg., Room 248

Tess Colby called the meeting to order at 7:36 a.m.

ROLL CALL

TCRA Members Present: Tess Colby, Alex Hogan, Lisa Lukan, Helen Tran

TCRA Members Absent: Matthew Schemp, Jason Kors, Dan Montopoli, Steve Snider

Staff in Attendance: Martha Anderson, Jacinda Steltjes, Carol Hassard

THE FOLLOWING ITEMS WERE PRESENTED FOR BOARD REVIEW AND DISCUSSION:

CONSENT AGENDA

1. TCRA Meeting Minutes for February 23, 2017
2. January Check Register Report

MOTION: Lisa Lukan moved to approve the consent agenda as presented. Alex Hogan seconded the motion. The consent agenda received a unanimous passing vote.

HOUSING

1. Loan Write-Offs

Staff requested the Board write-off seven (7) housing assistance loans totaling \$165,996.20.

MOTION: Lisa Lukan moved to approve the recommendation as presented. Helen Tran seconded the motion, which passed unanimously.

2. Housing Loan Portfolio Update

Staff provided an update on the TCRA Loan Portfolio. No action was required.

3. Housing Quality Standards (HQS) and Uniform Physical Conditions Standards (UPCS) Inspection Services – Provider Recommendation

Staff recommended the Board approve of the selected firm, Midwest Inspections, to conduct onsite annual inspections of TCRA affordable housing assets. Furthermore, staff requested the Board authorize staff to enter into a Professional Services Agreement with Midwest Inspections with an annual not-to-exceed limit of \$20,000.00.

MOTION: Alex Hogan moved to approve of the selected firm, Midwest Inspections, and authorize staff to enter into a Professional Services Agreement with an annual not-to-exceed limit of \$20,000.00. Helen Tran seconded the motion, which passed unanimously.

FOR THE GOOD OF THE ORDER

ANNOUNCEMENT: Housing Division Contract & Program Auditor, Cathy Morton, is no longer with the City of Tacoma. The CED Dept. is focusing on a plan for hiring the new Housing Division Manager.

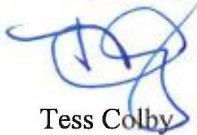
ANNOUNCEMENT: Mathew LaCroix resigned from the TCRA Board.

MOTION: Lisa Lukan moved to excuse Steve Snider, Matthew Schemp, Dan Montopoli, and Jason Kors from the TCRA meeting. Alex Hogan seconded the motion, which passed unanimously.

ADJOURN

The meeting adjourned at 8:10 a.m.

Respectfully Submitted,



Tess Colby