



MINUTES
Meeting No. 671

February 14, 2019
Tacoma Municipal Bldg., Room 248

Steve Snider called the meeting to order at 7:33 a.m.

ROLL CALL

TCRA Members Present: Zac Schon, Dan Montopoli, Steve Snider, Ian Northrip, Jason Kors

TCRA Members Absent: Karsen Keever, Alex Hogan, Matthew Schemp

TCRA Staff in Attendance: Chris Suh, Carol Hassard, Jacinda Steltjes, Danai Mangum

City Staff in Attendance: Paula Barry, Mylene Malabanan

THE FOLLOWING ITEMS WERE PRESENTED FOR BOARD REVIEW AND DISCUSSION:

CONSENT AGENDA

1. TCRA Meeting Minutes for January 24, 2019

MOTION: Zac Schon moved to approve the consent agenda as presented. Dan Montopoli seconded the motion, which passed unanimously.

ADMINISTRATIVE

2. State Auditor's Office 2017 Audit Results (Presented by Paula Barry and Mylene Malabanan)

TCRA and City Finance staff provided a report out of the 2017 State Auditor's Office Audit Results. This item was informational only. No action was required.

3. TCRA Adoption of Resolution 01-2019 (Presented by Carol Hassard)

TCRA staff recommended the TCRA Board approve Resolution 01-2019 adopting the City of Tacoma's City Council Policies Regarding City Committees, Boards, Commissions, and Appointments ("Policies") and any future revisions made to these Policies and subsequently adopted by City Council, as its own governing policies.

MOTION: Ian Northrip moved to approve the adoption of Resolution 01-2019 with the modification that "and any future revisions to such Policies adopted by City Council" be stricken from the Resolution. Dan Montopoli seconded the motion. Zac Schon abstained. The motion received a passing vote.

4. Board Approval of Weekly TCRA Deposit Exception (Presented by Carol Hassard)

The State Auditor's Office identified an issue regarding timeliness of TCRA deposits as it relates to state law. Staff addressed this issue through the purchase of a check scanner from Heritage bank that allows for check payments to be scanned and deposited as they are received on a daily basis. However, in the event the scanner was to be nonfunctional or staff was not able to perform the daily deposit, staff sought TCRA approval of a waiver to allow for weekly deposits should such an event occur.

MOTION: Zac Schon moved to approve the waiver as presented. Jason Kors seconded the motion, which received a unanimous passing vote.

FOR THE GOOD OF THE ORDER

ANNOUNCEMENT: TCRA staff announced two newly filled positions: Danai Mangum, full-time Financial Assistant; and Jacinda Steltjes, Management Analyst II.

MOTION: Ian Northrip moved to excuse the absent TCRA members. Dan Montopoli seconded the motion, which received a unanimous passing vote.

ADJOURN

The meeting adjourned at 8:31 AM.

Respectfully Submitted,

Dan Montopoli