



Tacoma Community Redevelopment Authority Meeting Agenda  
Meeting No. 626  
**Tacoma  
Community  
Redevelopment  
Authority**

April 14, 2016  
Tacoma Municipal Bldg., Room 248

**MINUTES**  
Meeting No. 626

TCRA board is currently without a President. TCRA Vice President and Secretary were absent from the meeting. The Treasurer is not permitted to act as the chair of the board in the absence of the Vice President or Secretary per the TCRA Charter. As such, the board appointed Mathew LaCroix to be chair of the board for the April 14, 2016 meeting only. Jason Kors made this movement and Helen Tran motioned to second it. Jason Kors, Helen Tran, Dan Montopoli and Matt LaCroix approved.

Matt LaCroix called the meeting to order at 7:36

**ROLL CALL**

TCRA Members Present: Dan Montopoli, Helen Tran, Jason Kors, Mathew LaCroix

TCRA Members Absent: Tess Colby, Steve Snider

Staff in Attendance: Jacinda Howard, Carey Jenkins, Carol Hassard, Cathy Morton

**ANNOUNCEMENTS**

Jacinda Howard announced that Michael McNiel resigned from the TCRA board as of April 13, 2016 due to illnesses in his family.

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

**CONSENT AGENDA**

1. TCRA Minutes for March 10, 2016
2. Administrator's Report for January 2016
3. Administrator's Report for February 2016

**MOTION:** Dan Montopoli moved to approve the consent agenda as presented. Jason Kors seconded the motion, which received a unanimous vote.

**ADMINISTRATIVE**

4. Amendment to TCRA Charter (Presenter: Carey Jenkins)

Staff recommended the board approve Resolution No. 36501 authorizing an amendment to the TCRA Charter to amend the minimum transaction amount for which TCRA board approval is needed from \$10,000 to \$25,000.

**MOTION:** Dan Montopoli moved to approve the Charter change as presented. Helen Tran seconded the motion, which received a unanimous vote.

5. TCRA Procurement, Contracting & Real Estate Procedures (Presenter: Carey Jenkins)

Staff recommended the Board approve standard operating procedures relevant to procurement of goods and services and the purchase of property by TCRA.

**MOTION:** Jason Kors moved to approve the procurement, contracting and real estate transaction procedures as presented. Dan Montopoli seconded the motion, which received a unanimous vote.

**HOUSING**

6. Foreclosure Proceedings on Housing Rehabilitation Loan (Presenter: Cathy Morton)

Staff recommended forwarding a housing rehabilitation loan associated with a single-family home located at 3593 S. Fawcett to TCRA legal counsel to commence foreclosure proceedings.

**MOTION:** Dan Montopoli moved to forward the loan to TCRA legal counsel to commence foreclosure proceedings. Helen Tran seconded the motion, which received a unanimous vote.

**ECONOMIC DEVELOPMENT**

7. Purchase of 824 S. Martin Luther King Jr., Way (Presenter: Carey Jenkins)

Staff recommended the Board approve a resolution authorizing Carey Jenkins to execute a Purchase and Sale Agreement to acquire commercial property located at 824 S. Martin Luther King Jr. Way, Tacoma, WA 98406.

**MOTION:** Matt LaCroix inquired as to what the end use of the building would be. Carey Jenkins explained the plan is to take pre-development actions and then sell the property to a mixed use developer. Jason Kors moved authorize Carey Jenkins to execute a Purchase and Sale Agreement to acquire 824 S. Martin Luther King Jr. Way. Helen Tran seconded the motion, which carried unanimously.

8. MOU Agreement with Craft3 (Presenter: Jacinda Howard)

Staff recommended the Board extend the MOU agreement between TCRA and Craft3 an additional year with an end date of April 1, 2017. The agreement outlines a partnership between TCRA and Craft3 to make small business loans in Tacoma.

**MOTION:** Dan Montopoli moved to extend the MOU agreement between TCRA and Craft3 to April 1, 2017. Jason Kors seconded the motion, which passed unanimously.

**FOR THE GOOD OF THE ORDER**

**MOTION:** Jason Kors moved to excuse Steve Snider and Tess Colby from the TCRA meeting. Dan Montopoli seconded the motion, which passed unanimously.

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Jacinda Howard announced that a Council committee would be conducting interviews on the evening of April 14 to fill vacant TCRA positions and new members could be expected to be appointed in May.

**ADJOURN**

The meeting adjourned at 8:15 a.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Tess Colby", followed by the word "for" written in a smaller, simpler font.

Tess Colby

