

**PUBLIC MEETING NOTICE
REGULAR MEETING OF THE
HOUSING AUTHORITY OF THE CITY OF SANTA BARBARA (HACSB) BOARD OF COMMISSIONERS
AND REGULAR MEETING OF THE
SANTA BARBARA AFFORDABLE HOUSING GROUP (SBAHG) BOARD OF DIRECTORS**

**706 Laguna St., Santa Barbara, California
August 5, 2015 – 4 PM
AGENDA**

The Secretary of the Housing Authority and Santa Barbara Affordable Housing Group has on July 30, 2015 caused to be posted this agenda in the Office of the City Clerk and on the bulletin board of the Housing Authority of the City of Santa Barbara.

AMERICANS WITH DISABILITIES: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Housing Authority at (805) 965-1071, TTY (866) 660-4288 (En) or TTY (866) 288-1311 (Sp). Notification of at least 48 hours prior to the meeting will enable the Housing Authority to make reasonable accommodations.

Materials related to an item on this Agenda submitted to the Board of Commissioners and/or Directors after distribution of the agenda packet are available for public inspection in the Housing Authority of the City of Santa Barbara offices located at 706 Laguna St. during normal business hours.

I. Roll Call

Allen	_____	Suhr	_____
Daniel	_____	Woodford	_____
Hughes	_____	Green	_____
Olson	_____		

II. Public Comment – Any member of the public may address the Housing Authority Commission and SBAHG Directors for up to two minutes on any subject within the jurisdiction of the Housing Authority and/or SBAHG that is not scheduled for a public discussion before them. The total time for this item is ten minutes.

III. Consideration of Minutes

To be taken as Item 1. under Consent Calendar below.

IV. Bills and Communications

1. Letter from HUD notifying the Housing Authority of “High Performer” Section 8 Management Assessment Score (SEMAP)

V. Consent Calendar – *The following Consent Calendar items will not usually require discussion by the Commission. A Consent Calendar item is open for discussion by the Commission upon request of any Commissioner. Items on the Consent Calendar may be approved by a single motion. Should a member of the public wish to comment on an item on the Consent Calendar below, please come forward to speak at the time the Commission considers the Consent Calendar.*

1. Subject: Consideration of Minutes

Recommendation: That the HACSB Commission and SBAHG Board approve the Minutes of their June 3, 2015 meeting

2. Subject: Review of Investment Report for Quarter Ended June 30, 2015

Recommendation: That the Commission review and order filed the quarterly investment report for quarter ended June 30, 2015

3. Subject: Expenditure Resolution April, 2015

Recommendation: That the Commission adopt a resolution setting forth costs incurred and payments made for the month of April, 2015

4. Subject: Expenditure Resolution May, 2015

Recommendation: That the Commission adopt a resolution setting forth costs incurred and payments made for the month of May, 2015

5. Subject: Follow Up Grant Report from Casa Esperanza

Recommendation: That the Commission receive a report from Casa Esperanza Homeless Shelter in regards to \$50,000 grant received from the Housing Authority in November, 2014

6. Subject: Follow Up Grant Report from Rental Housing Mediation Task Force

Recommendation: That the Commission receive a report from Rental Housing Mediation Task Force in regards to \$10,000 grant received from the Housing Authority in November, 2014

7. Subject: Contract Award to Rounds Construction, Inc. for Conversion of Two Units to Handicapped-Accessible, New Furnaces and Water Heaters in all Units and Other Work at Meigs Road Property

Recommendation: That the Commission: (1) approve and authorize the Executive Director to award and execute a contract with Rounds Construction Inc. in the amount of \$264,000 for conversion of two units to handicapped-accessible, associated parking and pathway accessibility modifications, and new gas furnaces, water heaters, upgraded insulation and replacement of exterior porch lights for all units at the apartment complex located at 219-231 Meigs Road; (2) authorize the Executive Director, or his designee, to approve up to \$52,800 (20% of the base amount) in additional expenses to cover any cost increases resulting from change orders for work not anticipated or covered by the contract; and (3) note that the cost of this project will be funded from the Capital Fund Program (CFP)

8. Subject: Destruction of Records for Administration and Finance Departments

Recommendation: That the Commission adopt a resolution authorizing the destruction of certain records held by the Administration and Finance Departments

9. Subject: Contract Award to A. Bates G.C., Inc. for Rehabilitation Work At Casa Castillo

Recommendation: That the Commission: (1) approve and authorize the Executive Director to award and execute a contract with A. Bates G.C., Inc. in the amount of \$749,000 for rehabilitation work at Casa Castillo located at 620-652 Castillo Street including the following: replace all windows and sliding doors, replace and expand concrete patios, replace or repair fences, replace roofing and gutters, replace siding and trim, replace all water heaters with energy-efficient models, replace entry door exterior lights with LED fixtures, install programmable thermostats and install R-30 insulation in attics; (2) authorize the Executive Director, or his designee, to approve up to \$149,800 (20% of the base contract amount) in additional expenses to cover any cost increases resulting from change orders for work not anticipated or covered by the contract; and (3) note that the cost of this project will be funded from the Capital Fund Program (CFP)

10. Subject: Contract Award to Tomar Construction for Rehabilitation Work At Elise Way

Recommendation: That the Commission: (1) approve and authorize the Executive Director to award and execute a contract with Tomar Construction in the amount of \$126,000 for rehabilitation work at Elise way Apartments located at 1934-1938 Street to convert one apartment unit to handicapped accessible as well as associated parking and pathway accessibility modifications; and (2) authorize the Executive Director, or his designee, to approve up to \$25,200 (20% of the base contract amount) in additional expenses to cover any cost increases resulting from change orders for work not anticipated or covered by the contract; and (3) note that the cost of this project will be funded from the Capital Fund Program (CFP)

VI. Report of Executive Director

1. Subject: 2015 NAHRO National Conference

Recommendation: That the Commission authorize Rob Pearson, Rob Fredericks, Barbara Allen, eight additional staff members and an additional number of Commissioners as deemed appropriate to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2015 National Conference to be held in Los Angeles, California, October 15th through October 17th, 2015

2. Subject: Renewal of Master Leases for (a) 1020 Placido Avenue with Council on Alcoholism and Drug Abuse; (b) 3030 De La Vina with Transition House; (c) 2904 State Street with WillBridge of Santa Barbara, Inc.; and (d) 817 Olive Street with Pathpoint

Recommendation: That the Commission: (1) approve renewal of Master Lease Agreement(s) with (a) the Council on Alcoholism and Drug Abuse (CADA) for the real property located at 1020 Placido Avenue; (b) Transition House for the real property located at 3030 De La Vina Street; (c) Willbridge of Santa Barbara, Inc. for real property located at 2904 State Street; (d) PathPoint for the real property located at 817 Olive Street; and (2) authorize the Executive Director or his designee to execute same on behalf of the Housing Authority

3. Subject: Real Estate Development Update

Recommendation: That the Commission receive an oral report on the status of the Authority's development projects including 3869 State Street, 251 South Hope Avenue, 813 East Carrillo Street, and the RAD Conversions of Public Housing units

VII. Treasurer's Report

1. Subject: Approval of Quarterly Financial Statements for the Quarter Ended June 30, 2015 (HACSB)

Recommendation: That the Commission review and order filed the quarterly financial statements for the quarter ended June 30, 2015

2. Subject: Approval of Quarterly Financial Statements for the Quarter Ended June 30, 2015 (SBAHG)

Recommendation: That the Board review and order filed the quarterly financial statements for the quarter ended June 30, 2015

VIII. Committee Reports - None

IX. Unfinished Business - None

X. New Business

1. Subject: Resolution Approving and Authorizing the Conversion of Rental Subsidy for the Former 180 HUD Assisted Public Housing Units from Project Based Vouchers to Tenant Based Vouchers Subject to Final Approval of the Department of Housing and Urban Development (HUD)

Recommendation: That the Commission adopt a resolution approving and authorizing the conversion of the form of rental subsidy for the 180 former HUD-assisted Public Housing units, conveyed to Santa Barbara Affordable Housing Group under a Section 18 Disposition Application, from Section 8 Project Based Vouchers to Tenant Based Housing Choice Vouchers

2. Subject: Resolution Approving and Authorizing the Conversion of Rental Subsidy for the Former 180 HUD Assisted Public Housing Units from Project Based Vouchers to Tenant Based Vouchers Subject to Final Approval of the Department of Housing and Urban Development (HUD)

Recommendation: That the Board of Directors of the Santa Barbara Affordable Housing Group adopt a resolution approving and authorizing the conversion of rental subsidy for the 180 former HUD-assisted Public Housing units from Section 8 Project Based Vouchers to Tenant Based Housing Choice Vouchers and to set-aside the 180 units to be used exclusively by Section 8 Voucher holders for the remaining term of the recorded use restriction

3. Subject: Resolution Authorizing Purchase of Leasehold Interest in 19 Unit Apartment Complex at 100 North La Cumbre Road

Recommendation: That the Commission: (1) drive by the property at 100 North La Cumbre Road that is a 19 unit apartment complex; (2) if a majority of the Commission is interested in the Authority's control of the subject property, direct staff to complete the acquisition of the leasehold interest in the property at a purchase price of \$300,000 plus closing costs per the general terms outlined below; (3) adopt a resolution approving the leasehold interest purchase and appropriating Non-HUD unrestricted reserves for this purpose; and (4) determine that the acquisition of the subject lease is exempt from the California Environmental Quality Act (CEQA) and that the Authority's Executive Director is directed to file a Notice of Exemption from the California Environmental Quality Act (CEQA) with the Santa Barbara County Clerk

4. Subject: Resolution Confirming \$1,700,000 Loan Commitment for the Development of Grace Village, a Proposed Senior Apartment Complex at 3869 State Street

Recommendation: That the Commission adopt a resolution confirming a loan commitment of \$1,700,000 to Grace Village Apartments, L.P. as permanent financing for the development of a 58-unit apartment building for low income seniors

5. Subject: Public Hearing on Proposed Amendments to the Housing Authority's Admissions and Continued Occupancy Policy for Its Non-HUD Public Housing Program and Resolution Approving said Amendments

Recommendation: That the Commission: (1) hold a public hearing and take public comment on proposed amendments to the Authority's Admissions and Continued Occupancy Policy for its Non-HUD Public Housing program; and (2) adopt a resolution approving said amendments to the Policy

6. Subject: Resolution Approving Amendments to the Authority's Manual of Policies and Procedures Relative to the Authority's Salaries

Recommendation: That the Commission adopt a resolution approving amendments to the Authority's Manual of Policies and Procedures to implement beginning October 10, 2015: (1) a 3.0% across-the-board salary increase for management, supervisory and general employees; and (2) a 2.0% market salary adjustment for the Housing Inspector and Operations and Modernization Coordinator positions

7. Subject: Personnel Related Revision to Sections 1.9 Separations and 4.2 Group Health Plan Policy of the Manual of Policies and Procedures

Recommendation: That the Commission adopt a resolution approving revisions to Sections 1.9 Separations and 4.2 Group Health Plan of the Housing Authority's Manual of Policies and Procedures effective August 5, 2015

XI. Commission Matters

XII. Closed Session - None

XIII. Adjournment - Recommendation that the Commission and Board adjourn the meeting to Wednesday, September 9, 2015 at 4:00 P.M. (NOTE: The regularly scheduled Housing Authority meeting of September 2, 2015 is being cancelled)