

**HOUSING AUTHORITY
CITY OF SANTA BARBARA
814 Laguna St. Santa Barbara, California
4:00 p.m. – December 4, 2013
AGENDA**

The Secretary of the Housing Authority has on November 27, 2013 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 after distribution of the agenda packet are available for public inspection in the Housing Authority of the City of Santa Barbara offices located at 808 Laguna St. during normal business hours.

I. Roll Call

Allen	_____	Suhr	_____
Green	_____	Woodford	_____
Hughes	_____	Johnston	_____
Olson	_____		

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

III. Consideration of Minutes

1. Recommendation: That the Commission approve the Minutes of the Housing Authority’s November 6, 2013 meeting
2. Recommendation: That the Commission approve the Minutes of the Housing Authority’s Adjourned meeting/Commission Retreat on November 12, 2013

IV. Bills and Communications

V. Consent Calendar – to be acted on by a single motion

VI. Report of Executive Director

1. **Subject: Appropriation of \$10,000 to the Housing Authority Scholarship Fund administered by the Scholarship Foundation of Santa Barbara**

Recommendation: That the Commission appropriate \$10,000 from its Non-HUD program to fund the Housing Authority Scholarship Fund administered by the Scholarship Foundation of Santa Barbara and, if approved, direct the Housing Authority’s Executive Director to execute payment to the Foundation in said amount

2. **Subject: Use of Presidio Springs Community Room as Emergency Over-flow Site for Freedom Warming Centers**

Recommendation: That the Commission approve the use of Presidio Springs Community Room as an over-flow site for the Freedom Warming Center and direct the Housing Authority’s Executive Director to execute a memorandum of understanding between the Housing Authority and the Unitarian Society, the Freedom Warming Center’s fiscal agent.

VII. Treasurer's Report

1. Subject: Investment Report for the Quarter Ended September 30, 2013

Recommendation: That the Commission review and order filed the quarterly Investment Report for period ended September 30, 2013

2. Subject: Approval of Quarterly Financial Statements for the Quarter Ended September 30, 2013

Recommendation: That the Commission review and order filed the quarterly financial statements for the quarter ended September 30, 2013

3. Subject: Approval of Property Management Program Budget for Fiscal Year Ending December 31, 2014

Recommendation: That the Commission review and approve the budget for the Authority's Consolidated Property Management Program for fiscal year ending December 31, 2014

4. Subject: Expenditure Resolution October, 2013

Recommendation: That the Commission adopt a resolution setting forth costs incurred and payments made for the month of October, 2013

VIII. Committee Reports

IX. Unfinished Business

X. New Business

1. Subject: Public Hearing on the Housing Authority's Amended Fully Restated Administrative Plan for its Section 8 Housing Choice Voucher Program and resolution approving said Plan

Recommendation: That the Commission: 1) hold a public hearing and take public comment on staff's recommendation to adopt an Amended and Fully Restated Administrative Plan for the operation of the Authority's Section 8 Housing Choice Voucher Program; and 2) adopt a resolution approving said Plan

2. Subject: Public Hearing and Proposed Resolution approving a Fully Restated Admissions and Continued Occupancy Policy for the Housing Authority's HUD Assisted Public Housing Program

Recommendation: That the Commission: 1) hold a public hearing and take public comment on staff's recommendation to adopt a revised and Fully Restated Admissions and Continued Occupancy Policy for its HUD Assisted Public Housing Program; and 2) adopt a resolution approving said Policy

3. Subject: Public Hearing and Adoption of HUD Required Agency Annual Plan for Fiscal Year Ending 3-31-2015

Recommendation: That the Commission: 1) hold a public hearing and take public comment on the Housing Authority's adoption of a proposed Agency Annual Plan for fiscal year ending 3-31-2015 as required by the U.S. Department of Housing and Urban Development (HUD); and 2) adopt a resolution approving the Authority's Annual Plan for fiscal year ending 3-31-2015 and authorizing its submission to HUD along with all required certifications

4. Subject: Approval of Utility Allowances to be effective January 1, 2014, for Affordable Rental Housing Programs

Recommendation: That the Commission adopt a resolution approving the continued use of 2013 utility allowances effective January 1, 2014, for tenant paid utilities for residents of affordable rental housing in the City of Santa Barbara as well as Housing Authority programs where utility allowances are required, and that the Commission further approve the continued use of the 2013 utility allowance schedule for the Vista La Cumbre senior public housing complex.

5. Subject: Award of Project Based Vouchers

Recommendation: That the Commission: 1) approve the dedication of a total of 24 Section 8 Project Based Vouchers to two proposed new construction projects with 10 vouchers allocated to Peoples' Self-Help Housing's Haley and Salsipuedes Apartments (510 & 520 N. Salsipuedes Street/610 E. Haley Street) and 14 vouchers to Grace Housing's proposed development at the Grace Lutheran Church (3869 State Street); and 2) authorize the Executive Director/CEO or his designee to execute any and all contracts/documents required for the dedication of said vouchers

6. Subject: Resolution adopting fully restated Plan Documents for Housing Authority's 401(a) Employees' Money Purchase Pension Plan

Recommendation: That the Commission adopt a resolution approving an amended and fully restated Plan Document and Summary Plan Description for the Housing Authority's 401(a) Employees' Money Purchase Pension Plan

7. Subject: Resolution Adopting a fully restated Housing Authority Cafeteria Plan Document and Associated Attachments

Recommendation: That the Commission adopt a resolution approving an amended and fully restated Housing Authority City of Santa Barbara Cafeteria Plan Document and associated attachments effective January 1, 2014

XI. Commission Matters

1. Subject: Election of Chair and Vice Chair for 2014

Recommendation: That the Commission elect a Commissioner Green as Chair and Commissioner Hughes as Vice Chair for the Housing Authority for 2014 or have the Chair appoint an ad hoc nominating committee that would return at your next meeting with recommendations for Chair and Vice Chair for 2014

2. Subject: Executive Director Evaluation Subcommittee

Recommendation: That the Chair appoint a 3rd Commissioner (in addition to Chair and Vice Chair) to serve on the Commission's Ad Hoc Subcommittee charged with completing the Executive Director/CEO's performance evaluation for the year ending 12-31-13

XII. Adjournment