

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

**814 Laguna St., Santa Barbara, California  
May 7, 2014—4 PM  
AGENDA**

The Secretary of the Housing Authority has on May 1, 2014 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	_____
Johnston	_____	Woodford	_____
Hughes	_____	Green	_____
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**

Recommendation that the HACSB Commission and SBAHG Directors approve the Minutes of their April 2, 2014 meeting

**IV. Bills and Communications**

1. Distribution of the Authority’s 5 Year Action Plan for 2014 – 2019

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

**VI. Report of Executive Director**

**1. Subject: Contract Renewal with PathPoint, Inc. for Landscape Maintenance Services**

Recommendation: That the Commission approve and authorize the Executive Director/CEO, or his designee, to execute a one-year contract renewal with PathPoint, Inc. at a not-to-exceed cost of \$43,482 for landscape maintenance services for the period of July 1, 2014 through June 30, 2015, to be funded under the Authority’s budgeted accounts for the applicable programs, i.e. Public Housing, Non-HUD and Santa Barbara Affordable Housing Group

**2. Subject: Selection of Name for the Proposed Development at 251 S. Hope Avenue**

Recommendation: That the Commission select a name for the Housing Authority’s proposed affordable senior congregate care development at 251 S. Hope Avenue in accordance with the Authority’s adopted “Project Naming Policy” established pursuant to Resolution No. 1045

3. **Subject: Proposed Development of "Grace Village", a Senior Apartment Complex, at 3869 State Street (Grace Lutheran Church Site)**

Recommendation: That the Commission receive a report on progress toward development of a new senior housing development located at 3869 State Street intended to be co-developed with Front Porch Development Company. This item is for information only

## VII. Treasurer's Report

1. **Subject: Approval of Quarterly Financial Statements for the Quarter Ended March 31, 2014 (HACSB)**

Recommendation: That the Commission review and order filed the quarterly financial statements for the quarter ended March 31, 2014

2. **Subject: Investment Report for the Quarter Ended March 31, 2014**

Recommendation: That the Commission review and order filed the quarterly investment report for quarter ended March 31, 2014

3. **Subject: Authorization to Write-Off Uncollectible Tenant Accounts Receivable as of December 31, 2013**

Recommendation: That the Commission adopt a resolution of the Housing Authority of the City of Santa Barbara authorizing the Executive Director to write off as uncollectible certain tenant accounts receivable totaling \$30,900.32

4. **Subject: Expenditure Resolution March, 2014**

Recommendation: That the Commission adopt a resolution setting forth costs incurred and payments made for the month of March, 2014

*Santa Barbara Affordable Housing Group Reports*

5. **Subject: Authorization to Write-Off Uncollectible Tenant Accounts Receivable as of December 31, 2013**

Recommendation: That the Board of Directors adopt a resolution of the Santa Barbara Affordable Housing Group authorizing the Executive Director to write off as uncollectible certain tenant accounts receivable totaling \$3,211.53

6. **Subject: Approval of Quarterly Financial Statements for the Quarter Ended March 31, 2014 (SBAHG)**

Recommendation: That the Board review and order filed the quarterly financial statements for the quarter ended March 31, 2014

## VIII. Committee Reports - None

## IX. Unfinished Business - None

## X. New Business

*Santa Barbara Affordable Housing Group Report*

1. **Subject: Resolution approving Amendments to Santa Barbara Affordable Housing Group's Bylaws**

Recommendation: That the Board of Directors adopt a resolution approving the following amendments to Santa Barbara Affordable Housing Group's Bylaws: (1) Article III, Section 7 – Place of Meeting, changing regular meeting location to 706 Laguna Street (2) Article III, add Section 17 – Rules of Order, adding Rosenberg's Rules of Order; and (3) Article IV, Section 2 – Appointment, adding language specifying that the President shall be the current Board Chair of the Housing

Authority and the Vice President shall be the current Vice-Chair of the Housing Authority, unless otherwise appointed by the Commission at the annual meeting of SBAHG

Housing Authority Reports

**2. Subject: Resolution approving Amendments to the Authority's Bylaws**

Recommendation: That the Board of Directors adopt a resolution approving the following amendments to the Housing Authority's Bylaws: (1) Article I, Section 3 – Office of the Authority, adding the new administrative office building as a component of the Authority's central offices; (2) Article III, Section 1 - Regular Meetings, changing the Regular Meetings location to 706 Laguna Street; and (3) Article III, Section 6 - Rules of Order – changing Robert's Rules of Order to Rosenberg's Rules of Order

**3. Subject: Resolution authorizing needed actions relative to Developing and Financing a Proposed Senior Apartment Complex at 251 South Hope Avenue**

Recommendation: That the Commission adopt a resolution appropriating needed funding and authorizing needed actions relative to all agreements necessary (including creating a new limited partnership joint venture with Garden Court Inc.) for pre-development activities necessary for the eventual development of a new affordable senior housing complex at 251 S. Hope Avenue

**4. Subject: Personnel related revisions to the Housing Authority's Manual of Policies and Procedures**

Recommendation: That the Commission adopt a resolution approving revisions to Sections 1.3 Working Hours, 1.9 Separations, 2.2 Harassment Free Workplace, 2.3 Equal Employment Opportunity, 4.11 Paid Family Leave and 5.5 Domestic Violence Leave and the incorporation of Section 5.6 Crime Leave Policy into the Housing Authority's Manual of Policies and Procedures

**5. Subject: Resolution approving Section 8 Management Assessment Program (SEMAP) Certification Form for submittal to HUD for Fiscal Year Ended 3-31-2014**

Recommendation: That the Commission adopt a resolution approving the Authority's Section 8 Management Assessment Program form HUD-52648 for submittal to HUD for FYE 3-31-2014

**6. Subject: Public Hearing on Proposed Amendments to the Housing Authority's Administrative Plan for its Section 8 Housing Choice Voucher Program and Resolution Approving said Amendments**

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

**XI. Commission Matters**

**XII. Closed Session**

**1. Subject: Litigation**

Recommendation: That the Commission hold a closed session to consider potential litigation pursuant to subsection (a) of section 54956.9 of the Government Code. The claimant is Inger Budke v. Housing Authority of the City of Santa Barbara. Report: None anticipated

**XIII. Adjournment**