

**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 6, 2014—4 PM  
AGENDA**

The Secretary of the Housing Authority has on July 31, 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	_____
Daniel	_____	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**

1. Recommendation that the SBAHG Board approve the Minutes of their May 7, 2014 meeting
2. Recommendation that the HACSB Commission approve the Minutes of their June 4, 2014 meeting

**IV. Bills and Communications**

1. Housing Authority receipt of NAHRO 2014 National Award of Merit in Affordable Housing for Bradley Studios for Program Innovation and Project Design—Project advances to Award of Excellence consideration

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

**VI. Report of Executive Director**

**1. Subject: Overview of HACSB portfolio and future ownership structure**

Recommendation: That the Commission receive a report on the Housing Authority's current real estate portfolio and future ownership structure

**2. Subject: Final Report on Villa Santa Fe Renovation Project**

Recommendation: That the Commission receive a report on the completion of the Villa Santa Fe renovation project

**3. Subject: Funding Request from 2<sup>nd</sup> Story Associates on behalf of Rental Housing Mediation Task Force**

Recommendation: That the Commission: (1) consider a grant request in the amount of \$10,000 to 2<sup>nd</sup> Story Associates as a pass through grant for the City's Rental Housing Mediation Task Force for their operating year of July 1, 2014 through June 30, 2015; and (2) if approved, appropriate the needed funding from Non-HUD Operating Reserves

**4. Subject: Purchase of Garden Court on De La Vina First Trust Deed Mortgage/Promissory Note**

Recommendation: That the Commission: (1) authorize the purchase of a promissory note held by Union Bank and secured by a first trust deed mortgage on the real property known as Garden Court located at 1116 De La Vina St. in an amount not to exceed \$240,779.54 plus estimated closing costs; (2) extend the term of said promissory note to April 1, 2019 (currently due March 2015); (3) authorize the Executive Director or his designee to execute all necessary documents required to complete the promissory note purchase; and (4) if approved, appropriate the needed funding from Non-HUD Operating Reserves

**5. Subject: Contract Awards for Consultants on Planned Conversion of HUD Public Housing Residential Units under HUD's Rental Assistance Demonstration (RAD) Program**

Recommendation: That the Commission: (1) approve and authorize the Executive Director to award and execute a contract with Recap Real Estate Advisors in the not-to-exceed amount of \$75,000 for financial consulting with regard to the overall RAD application process with HUD and conversions of properties not requiring financing; (2) approve and authorize the Executive Director to award and execute a contract with California Housing Partnership Corporation in the not-to-exceed amount of \$196,000 for financial consulting with regard to the tax credit and/or other financing of properties going through the RAD conversion process; (3) approve and authorize the Executive Director to award and execute a contract with Price, Postel and Parma LLP in the not-to-exceed amount of \$200,000 for legal consulting with regard to the overall RAD conversion process, including all of the legal work resulting from anticipated tax credit financing transactions; (4) ratify the Executive Director's award and execution of a contract with EMG in the not-to-exceed amount of \$75,000 for engineering services in connection with producing the Property Condition Assessments required as part of the RAD conversion process; (5) authorize the Executive Director, or his designee, to approve up to \$54,600 (10% of the combined base contract amounts for all of the above-referenced contracts) in additional expenses to cover any cost increases resulting from work not anticipated or covered by the contracts; and (6) note/authorize for the contract costs to be covered by HUD Assisted Public Housing reserves

**6. Subject: Annual Insurance Renewal**

Recommendation: That the Commission ratify the Executive Director's decision to process payment to the Housing Authorities Risk Retention Pool (HARRP) for general liability, property, fidelity, auto and errors and omissions coverage for the period July 1, 2014 to June 30, 2015 in the amount of \$123,748

**7. Subject: 2014 NAHRO National Conference**

Recommendation: That the Commission authorize Rob Pearson, Rob Fredericks, Barbara Allen and perhaps one additional Commissioner to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2014 National Conference to be held in Baltimore, Maryland October 15<sup>th</sup> through October 18<sup>th</sup>, 2014

**VII. Treasurer's Report**

**1. Subject: Approval of Quarterly Financial Statements for the Quarter Ended June 30, 2014 (SBAHG)**

Recommendation: That the Board review and order filed the quarterly financial statements for the quarter ended June 30, 2014

**2. Subject: Approval of Quarterly Financial Statements for the Quarter Ended June 30, 2014 (HACSB)**

Recommendation: That the Commission review and order filed the quarterly financial statements for the quarter ended June 30, 2014

**3. Subject: Review of Investment Report for the Quarter Ended June 30, 2014**

Recommendation: That the Commission review and order filed the quarterly Investment Report for period ending June 30, 2014

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

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

**5. Subject: Expenditure Resolution June, 2014**

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

**VIII. Committee Reports - None**

**IX. Unfinished Business - None**

**X. New Business**

**1. Subject: Public Hearing on Proposed Revision to the Housing Authority's Flat Rent Schedule for units in its HUD Assisted Public Housing Program Effective September 1, 2014 and Resolution Approving Same**

Recommendation: That the Commission: (1) hold a public hearing and take public comment on the Housing Authority's proposed revision to the flat rent schedule for units in its HUD Assisted Public Housing program; and (2) adopt a resolution approving the revised flat rent schedule effective September 1, 2014

**2. Subject: Resolution Authorizing Needed Actions Relative to Developing and Financing a Proposed Senior Apartment Complex at 3869 State Street**

Recommendation: That the Commission adopt a resolution appropriating needed funding and authorizing needed actions relative to all agreements necessary for the eventual development of "Grace Village", a new affordable senior housing complex at 3869 State Street including but not limited to a property transfer to the Housing Authority, the creation of a new limited partnership, a Housing Authority loan to the partnership for pre-development expenses, as well as the preparation and execution of a co-development agreement with Front Porch Development Company, an operating entity of California Lutheran Homes

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

Recommendation: That the Commission adopt a resolution approving amendments to the Authority's Manual of Policies and Procedures relative to: (1) a 2.0% Cost of Living (COLA) salary adjustment for general and supervisory employees, effective October 11, 2014; (2) adjusting the City comparable positions and salary ranges for the Director of Finance, Director of Housing Programs and Director of Property and Development positions, effective October 11, 2014; (3) changing the title of the Administrative and Purchasing Specialist position to an Administrative Specialist position and creating a second Administrative Specialist position effective September 1, 2014; and (4) eliminating one Office Assistant II position effective September 1, 2014

**XI. Commission Matters**

1. Commissioner Allen to provide report on her attendance at recent NAHRO conference in Tampa, Florida

**XII. Closed Session - None**

**XIII. Adjournment**