

**HOUSING AUTHORITY
CITY OF SANTA BARBARA
814 Laguna St. Santa Barbara, California
4:00 p.m. – March 6, 2013
AGENDA**

The Secretary of the Housing Authority has on February 28, 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 arrangements.

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

Recommendation: That the Commission approve the Minutes of the Housing Authority’s February 6, 2013 meeting

IV. Bills and Communications

1. Announcement of the Authority’s closing of the Public Housing waiting list

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

VI. Report of Executive Director

1. Subject: Update on Elevator Service at Vista La Cumbre

Recommendation: That the Commission receive a report on the status of the elevator repair at Vista La Cumbre, a 36-unit senior apartment complex located at 175 S. La Cumbre

2. Subject: Approval of Purchase of New Van for Garden Court

Recommendation: That the Commission: (1) approve the purchase of a new 2013 Ford E-450 Crusader van in the amount of \$55,640 from Nations Bus Sales; (2) approve the trade-in of Garden Court’s current 2003 van for a trade-in value of \$6,500; and (3) note that funding for this purchase will include a \$30,000 grant from Garden Court, Inc., with the balance coming from Housing Authority operating reserves

3. Subject: Ratification of Contract Award to Tomar Construction for the Repair/Replacement of Balconies and Railings and Exterior Painting At 224 West Ortega Street

Recommendation: That the Commission: (1) ratify the Executive Director’s award and execution of a contract with Tomar Construction in the amount of \$52,800 for the exterior repair/replacement of balconies and railings and exterior paint of the 6 unit senior apartment complex at 224 West Ortega Street; (2) authorize the Executive Director, or his designee, to approve up to \$7,920 (15% of 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 funds needed for the project will be expended from the Non-HUD Extra Ordinary Maintenance account, although it is anticipated that \$30,000 of the total cost will be covered by a CDBG rehab grant from the City of Santa Barbara

4. Subject: Approval of Contract to Spherion Staffing and Recruiting for the Housing Authority's Training Program

Recommendation: That the Commission approve a two-year contract with Spherion Staffing and Recruiting in an amount not to exceed \$325,464 for employment and payroll services for the Housing Authority's Training Program for the period beginning April 1, 2013 and ending March 31, 2015, and authorize the Executive Director/CEO, or his designee, to execute same on behalf of the Authority

5. Subject: Approval of contracts with New Beginnings Counseling Center for the Authority's Supportive Services Program

Recommendation: That the Commission: (1) approve two contracts with New Beginnings Counseling Center for the period of April 1, 2013 to March 31, 2014 for the administration of the Authority's Supportive Services Program, to include one contract in the amount of \$94,520 for the Case Management component of the program, and another contract in the amount of \$15,388 for the Counseling component of the program; and (2) authorize the Executive Director, or his designee, to execute said contracts on behalf of the Housing Authority

VII. Treasurer's Report

1. Subject: Approval of quarterly financial statements for the quarter ended December 31, 2012

Recommendation: That the Commission review and order filed the quarterly financial statements for the quarter ended December 31, 2012

2. Subject: Resolution approving Consolidated Operating Budget for all Housing Authority Programs for the Fiscal Year ending March 31, 2014

Recommendation: That the Commission adopt a Resolution approving the Authority's proposed Consolidated Operating Budget for the Fiscal Year ending March 31, 2014

3. Subject: Resolution approving write-off of uncollectible Tenant Accounts Receivable for the Fiscal Year ending March 31, 2013

Recommendation: That the Commission adopt a Resolution authorizing the Executive Director to write off as uncollectible certain tenant accounts receivable totaling \$23,055.07

4. Subject: Expenditure Resolution January, 2013

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

VIII. Committee Reports

IX. Unfinished Business

X. New Business

1. Subject: Resolutions for the Villa Santa Fe Apartments Development authorizing revised final structure and documentation for the pre-development, construction period and permanent loans and authorizing the issuance of two Multifamily Housing Revenue Bonds

Recommendation: That the Commission adopt two Resolutions for the Villa Santa Fe Apartments Development authorizing revised final structure and documentation for the pre-development, construction period and permanent loans and authorizing the issuance of two Multifamily Housing Revenue Bonds

XI. Commission Matters

XII. Adjournment