

**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
July 6, 2016—4 PM
AGENDA**

The Secretary of the Housing Authority and Santa Barbara Affordable Housing Group has on June 30, 2016 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 Administrative office located at 706 Laguna St. during normal business hours.

I. Roll Call

Allen	_____	Suhr	_____
Green	_____	Woodford	_____
Larsson	_____	Hughes	_____
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 under Consent Calendar below.

IV. Bills and Communications

1. Letters from Scholarship Foundation of Santa Barbara announcing recipients of Housing Authority's scholarship awards.
2. Letter from HUD notifying the Authority of Fiscal Year 2015 Continuum of Care Program funding in amount of \$54,682.

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 May 19, 2016 Adjourned Meeting.

2. Subject: Consideration of Minutes

Recommendation: That the HACSB Commission and SBAHG Board approve the Minutes of their June 1, 2016 Regular Meeting.

3. Subject: Expenditures April 2016

Recommendation: That the Commission approve costs incurred and payments made for the month of April, 2016.

VI. Report of Executive Director

1. Subject: Vehicle Use and Operation Agreement with Parsons Group, Inc.

Recommendation: That the Commission approve the attached Vehicle Use and Operation Agreement between the Housing Authority and Parson's Group, Inc. (PGI) for the 2013 Ford passenger van (Vehicle Identification Number 1FD4E4FS2DDA92976) and authorize the Housing Authority's Executive Director/CEO or his designee to execute same on behalf of the Authority.

2. Subject: Authorization for Execution of Utility Easements on 309 S. Voluntario Street to Serve 1118-1122 Indio Muerto Street

Recommendation: That the Commission approve and authorize the Executive Director/CEO or his designee to execute an easement acquisition and maintenance agreement and a grant of easement for access, installation and maintenance of Edison utility services over the Housing Authority's property at 309 – 327 South Voluntario Street for the benefit of a new rental housing development project at 1118 - 1122 Indio Muerto Street and to authorize the Executive Director to take all needed actions in consultation with Housing Authority's General Counsel in connection therewith.

Joint Housing Authority Commission and Affordable Housing Group Board Item:

3. Subject: Purchase of Four New Vehicles

Recommendation: That the Housing Authority Commission and the Board of Directors of the Santa Barbara Affordable Housing Group (SBAHG) approve the purchase of four new vehicles in the total amount of \$101,098.95, as described: (1) approve the purchase from Bunnin Chevrolet of three new 2016 Chevrolet Express 2500 cargo vans in the amount of \$77,374.29 (\$25,791.43 each), including taxes and fees, for use by the Housing Authority's Property and Development Department; (2) approve the purchase from Rocket Town Dodge/Chrysler of one 2016 Dodge Grand Caravan passenger van in the amount of \$23,724.66, including taxes and fees, for use by the Housing Authority's Resident Services staff; and (3) authorize funding of two of the work vans from SBAHG, and the third work van and passenger van from the Non-HUD Fund, in accordance with the expected use of the vehicles.

4. Subject: Commission Requested Follow-Up Report

Recommendation: That the Commission receive a follow-up report on subject(s) raised during Public Comment and/or by a Commissioner at a previous meeting. This is a running report provided for information only. Staff had no items to present as follow up at this meeting.

5. Subject: Development Project Update

Recommendation: That the Commission receive a report on potential and pending development projects. No action is necessary. This is a running report provided for information only.

VII. Treasurer's Report - None

VIII. Committee Reports - None

IX. Unfinished Business – None

X. New Business

1. Subject: Resolution Approving Staffing Related Revisions to the Authority's Manual of Policies and Procedures

Recommendation: That the Commission adopt the attached resolution approving amendments to the Authority's Manual of Policies and Procedures effective August 1, 2016 relative to: (1) eliminating the Housing Inspector position; (2) creating one new Leasing Representative position; and (3) adjusting the City comparable and salary range for the Housing Development Specialist position.

XI. Closed Session

1. Public Employee Appointment (Government Code section 54957)

Title: Executive Director/CEO

XII. Commission Matters

1. That the Commission consider (i) forming an Ad hoc Subcommittee of the Board; or (ii) convening a special meeting at a date to be determined for the purpose of conducting interviews of potential candidates for the Housing Authority's Executive Director/CEO position.

XIII. Adjournment