

**A REGULAR MEETING OF THE  
SAN BERNARDINO COUNTY HOUSING COMMISSION**

TO BE HELD AT 715 E. BRIER DRIVE  
SAN BERNARDINO, CALIFORNIA  
DECEMBER 13, 2016 AT 3:00 P.M.



AGENDA

1. Call to Order and Roll Call
2. Approval of the minutes of the regular meeting of November 8, 2016 (pages 1-6)
3. Additions or deletions to the agenda
4. Public Comment
5. PRESENTATION – Board Building
6. Executive Director Report (Oral)
7. RESOLUTION No. 29– Recommend the Board of Governors Approve Revisions to HACSB Statement of Procurement Policy (pages 7-51)
8. RESOLUTION No. 30– Recommend the Board of Governors Approve Revisions to HACSB Housing Services Administrative Plan (pages 52-55)
9. MOTION - Recommend the Board of Governors Authorize the Executive Director to Approve a Contract Amendment with Kimball. Tirey & St. Jonn LLP for Eviction Services with an Increase of \$20,000 for a Total of \$82,500 through November 30, 2017 (pages 56-60)
10. MOTION - Recommend the Board of Governors Approve Purchase Agreement for Acquisition of Real Property in Victorville to be Utilized as Permanent Housing for Chronically Homeless (pages 61-78)
11. MOTION - Authorize the Executive Director to Approve Payment of \$147,885.48 for Annual License Fee for Yardi Voyager Software System through November 30, 2017 (pages 79-80)
12. APPROVAL OF CONSENT ITEMS: #13-19.
13. Approving vacated tenant accounts for the Affordable Housing Program (Public Housing) to be written off to collection loss for the month ending October 2016 (pages 81-87)
14. Approving vacated accounts for the Authority Owned Portfolio to be written off to collection loss for the month ending October 2016 (pages 88-92)
15. Report on Policy, Government Relations, Community Affairs, and Public Relations Activities for November 2016 (pages 93-94)

Important Tidbit

In California, the average assisted household income is \$15,964.  
(Source: PAHRC Reports, HAI Group)

16. Update on Regional Community and Municipality Engagement Endeavors (pages 95-96)
17. Resident Support Services Update – (pages 97-100)
18. Commission and Staff Training and Development – November 2016 (page 101)
19. Agencywide Financial Statements – September 2016 (pages 102-107)
20. Other Business Not Requiring Prior Notice (Oral)
21. Adjourn (Oral)

### ***Did you know???***

- In California, a two-bedroom apartment is \$1,487. In order to afford this level of rent and utilities — without paying more than 30% of income on housing — a household must earn \$4,955 monthly or \$59,464 annually. (Source: National Low Income Housing Coalition, Out of Reach 2016)
- The U.S. has a shortage of 7.2 million affordable rental units available to ELI renter household. There were 21 affordable and available units per extremely low income renter households in CA. In metropolitan areas such as Riverside-San Bernardino the number is at 19. (Source: GAP Report 2016)

HACSB ofrece asistencia idiomática gratis. Para ayuda con este documento, por favor llámenos al (909) 890-0644.

It is the intention of the Housing Authority of the County of San Bernardino (“HACSB”) to comply with the Americans with Disabilities Act (ADA). If you require special assistance beyond what is normally provided, HACSB will attempt to accommodate you in every reasonable manner. Please contact Anna Rico at (909) 890-9533 at least 48 hours prior to the meeting to inform us of your particular needs.