

**HOUSING AUTHORITY OF THE CITY OF AVALON
BOARD OF COMMISSIONERS MEETING
TUESDAY, MARCH 4, 2014 – 6:00 p.m.
410 AVALON CANYON ROAD, AVALON
A G E N D A**

In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact Denise Radde, City Clerk (310) 510-0220. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35.104 ADA Title II). All public records relating to an agenda item on this agenda are available for the public inspection at the time the records are distributed to all, or a majority of all, members of the Board of Commissioners. Such records shall be available at City Hall located at 410 Avalon Canyon Rd. and our website at www.cityofavalon.com.

CALL TO ORDER / ROLL CALL / ANNOUNCEMENTS / WRITTEN COMMUNICATIONS

ORAL COMMUNICATIONS

The Board will hear comments from the public at this time. Speakers should limit their comments to three (3) minutes each. No action will be taken at this meeting on non-agenda items.

CONSENT CALENDAR

1. Actions

Although the live recording is the official record of public meetings, actions are prepared for the Board of Commissioner's approval.

Recommended Action

Approve actions from the November 19, 2013 Housing Authority of the City of Avalon Board of Commissioners meeting.

2. Selection of Real Estate Broker for 206 E. Whittley Property

Staff was directed to send out an RPF for services from real estate brokers with the intent of selling the property to replenish the Housing Authority's low to moderate income fund, and five (5) qualified responses were received. At a September 16, 2013 meeting, real estate brokers Kelly Nelson and Elizabeth Fellows were selected to interview. The applicants were interviewed and the interview panel has recommended that Kelly Nelson be selected.

Recommended Action

Accept the Housing Authority's real estate broker interview panel's recommendation, and authorize the Executive Director to enter into an agreement on behalf of the Housing Authority with Kelly Nelson for real estate broker services with the intent to sell the Housing Authority's property at 206 E. Whittley.

GENERAL BUSINESS - None

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COMMISSIONER REPORTS

HOUSING AUTHORITY COUNSEL REPORT

EXECUTIVE DIRECTOR REPORT

ADJOURN

NOTICE OF POSTING

I, Denise Radde, declare that the March 4, 2014 Housing Authority of the City of Avalon Agenda was posted on Saturday, March 1, 2014 at City Hall, 410 Avalon Canyon Road, and on the City's website at www.cityofavalon.com. Copies of agendas and staff reports are available to the public at City Hall during regular business hours.



Denise A. Radde, City Clerk / Chief Administrative Officer

HOUSING AUTHORITY

MEETING DATE: March 4, 2014

AGENDA ITEM: 1

ORIGINATING DEP: City Clerk

CITY MANAGER: BH

PREPARED BY: Denise Radde, City Clerk

SUBJECT: Housing Authority Actions

RECOMMENDED ACTION(S):

Approve the Housing Authority of the City of Avalon Board of Commissioners Actions from the November 19, 2013 meeting.

REPORT SUMMARY:

Although the live recording is the official record of public meetings, actions are prepared for the Council's approval.

FISCAL IMPACTS:

N/A

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:

N/A

FOLLOW UP ACTION:

File actions in the City Clerk's office.

ADVERTISING, NOTICE AND PUBLIC CONTACT:

This item was properly listed on the posted agenda.

ATTACHMENTS:

Housing Authority Actions of November 19, 2013.

**HOUSING AUTHORITY OF THE CITY OF AVALON
BOARD OF COMMISSIONERS MEETING
TUESDAY, NOVEMBER 19, 2013 – 6:00 P.M.
ACTIONS**

CALL TO ORDER 6:20 p.m.

ROLL CALL- Board of Commissioners Hernandez, Morrow, Olsen, Ponce and Chairman Kennedy. Also present: City Manager Ben Harvey, Legal Counsel Scott Campbell and City Clerk Denise Radde.

CONSENT CALENDAR- There were two items on the Consent Calendar. Motion to approve Item 1 and 2 made by Michael Ponce, seconded by Oley Olsen. (All Ayes)

1. Approved actions from the November 5, 2013 Housing Authority of the City of Avalon Board of Commissioners meeting.
2. Approved and entered into a Professional Services Agreement with RSG, Inc. to provide economic review of Hamilton Pacific's Low Income Housing Tax Credit project to construct 48 affordable rental units. This agreement memorializes the scope of work and has a not-to-exceed fee of \$15,000 for RSG to review the development costs and financing structure in Hamilton Pacific's pro forma.

ADJOURNED: 6:21 p.m.

I, Denise Radde, City Clerk of the City of Avalon, do hereby certify that the DVD videotape of the City Council Meeting November 19, 2013, is the official record of that Council Meeting and is on file and maintained in City Hall.



Denise A. Radde, City Clerk/Chief Administrative Officer

HOUSING AUTHORITY

MEETING DATE: March 4, 2014

AGENDA ITEM: 2

ORIGINATING DEP: Executive Director

EXECUTIVE DIRECTOR: BH

PREPARED BY: Ben Harvey, Executive Director

SUBJECT: Selection of Real Estate Broker for 206 E. Whittley Property

RECOMMENDED ACTION(S): Accept the Housing Authority's real estate broker interview panel's recommendation, and authorize the Executive Director to enter into an agreement on behalf of the Housing Authority with Kelly Nelson for real estate broker services with the intent to sell the Housing Authority's property at 206 E. Whittley.

REPORT SUMMARY: In 2008, the Avalon Community Improvement Agency purchased the property at 206 E. Whittley for \$2.85 million. The property was purchased with restricted low to moderate housing funds, which require a derived benefit from qualified low to moderate income housing tenants. At the time the property was purchased, the ACIA was concerned that the State of California would take the low to moderate income housing fund if they were not actively being used for low to moderate income housing programs, or purchases. With the dissolution of the ACIA, the property was transferred to the Housing Authority.

Due to the nature, configuration and location of the 206 E. Whittley property, it is not well-suited to maximize low to moderate income housing opportunities for residents. Further, the restricted nature of the funds used for purchase of the property require that the Housing Authority take action to put them to use for the sole purposes of providing low to moderate income housing. The Housing Authority directed staff to sell the property so that the funds derived could be put to more beneficial uses. Accordingly, staff sought proposals for services from island real estate brokers with the intent of selling the property to replenish the Housing Authority's low to moderate income fund, and received five (5) qualified responses.

At the September 16, 2013 meeting, real estate brokers Kelly Nelson and Elizabeth Fellows were selected from amongst the five responses for interviews. An interview panel was subsequently convened, consisting of a Boardmember of the Housing Authority, The City Attorney and the City Manager. While both candidates were extremely qualified and well-suited to sell the property on behalf of the Housing Authority, Kelly Nelson was ultimately selected for recommendation to the Housing Authority by the interview panel.

FISCAL IMPACTS: Potential realization of approximately \$3 million for the Housing Authority for low to moderate income housing programs and projects.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The property will continue to be under-utilized for the intended purpose.

FOLLOW UP ACTION: Authorize the Executive Director to enter into an agreement on behalf of the Housing Authority with Kelly Nelson for real estate broker services.

ADVERTISING, NOTICE AND PUBLIC CONTACT:
This item was properly listed on the posted agenda.

ATTACHMENTS:
None.