

# Agenda

## Board of Commissioners Meeting

Wednesday, September 19, 2012 - 9:30 a.m.

---

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. APPROVAL OF AGENDA**
- V. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING HELD ON JULY 18, 2012..... Page 3**
- VI. BILLS AND COMMUNICATIONS:**
  - 1. Audit Committee Recommendations - Memorandum 2012-14 (CEO)..... Page 6
  - 2. Review of Financial Report for Quarter Ending June 30, 2012 ..... Page 7
    - (a) Motion to accept Financial Report.
  - 3. Presentation of Proposed Operating Budget for FY 2012/2013 (October 1, 2012 - September 30, 2013).....[separate cover].
  - 4. **Resolution Number 2012-28** Resolution Approving and Adopting the Proposed Operating Budget for FY 2012/2013 (October 1, 2012 – September 30, 2013) ..... Page 19
  - 5. Presentation on Rental Assistance Demonstration (RAD) by Beth Kinsey, Chief Operating Officer.

**VII. CONSENT AGENDA (ITEMS 1 – 4):**

THOSE MATTERS INCLUDED UNDER THE CONSENT AGENDA ARE SELF-EXPLANATORY AND ARE NOT EXPECTED TO REQUIRE REVIEW OR DISCUSSION. ITEMS ARE ENACTED BY ONE MOTION; IF A COMMISSIONER OR MEMBER OF THE PUBLIC DESIRES DISCUSSION ON AN ITEM, HOWEVER, THAT ITEM MAY BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.
---

1. **Resolution Number 2012-29** Resolution Approving Contract for Public Relations and Communication Services with Ed Ethridge Productions, Inc. (RFP-12-173) ..... **Page 20**
2. **Resolution Number 2012-30** Resolution Approving Contract for Janitorial Services at Headway Corporate Offices with Premiere Building Services, Inc. (IFB-12-168).. **Page 25**
3. **Resolution Number 2012-31** Resolution Approving Contract for Architectural and Engineering Services with BG Design Studios, Inc. d/b/a Barranco Gonzalez Architecture as the prime vendor and the second ranked proposer ACAI Associates, Inc. as the backup vendor (RFQ-12-175)..... **Page 28**
4. **Resolution Number 2012-32** Resolution Eliminating Hand Signed Check Policy. **Page 33**

**VIII. REPORTS:**

1. Operating Reserve Offset Litigation – Engagement Letter ..... **Page 35**
2. Monthly Report on Status of Bids/Request for Proposals ..... **Page 37**
3. Monthly Department Reports:
  - ◆ *Assisted Housing* ..... **Page 38**
  - ◆ *Asset Management*..... **Page 39**
4. Board Secretary/Chief Executive Officer’s Monthly Report:  
*The Board Secretary/Chief Executive Officer may bring up items of interest or concern.*
5. General Legal Counsel's Eviction Status Report - Memorandum 2012-019 . **Page 40**

**IX. COMMENTS FROM THE PUBLIC**

**X. COMMENTS FROM THE COMMISSIONERS**

**XI. ADJOURNMENT**