



**PALM DESERT HOUSING COMMISSION
WEDNESDAY, JUNE 12, 2019, 3:30 PM**

AGENDA

**NORTH WING CONFERENCE ROOM
73510 FRED WARING DRIVE, PALM DESERT, CA 92260**

-
- I. CALL TO ORDER**
 - II. ROLL CALL**
 - III. ORAL COMMUNICATIONS**

Any person wishing to discuss any item not on the Agenda may address the Housing Commission at this point by giving his/her name and address for the record. Remarks shall be limited to a maximum of three minutes unless additional time is authorized by the Committee. Because the Brown Act does not allow the Housing Commission to take action on items not on the Agenda, members will not enter into discussion with speakers but briefly respond or instead refer the matter to staff for report and recommendation at a future Housing Commission meeting.

This is also the time and place for any person who wishes to comment on Agenda items. It should be noted that at Housing Commission discretion, these comments may be deferred until such time on the agenda as the item is discussed. Remarks shall be limited to a maximum of three minutes unless additional time is authorized by the Housing Commission.

Reports and documents relating to each of the following items listed on the agenda, including those received following posting/distribution, are on file in the Office of the Palm Desert Housing Authority and are available for public inspection during normal business hours, Monday-Friday, 8:00 a.m. – 5:00 p.m., 73510 Fred Waring Drive, Palm Desert, CA 92260, telephone (760) 346-0611, Ext. 349.

- IV. APPROVAL OF MINUTES**

- A. MINUTES of the Housing Commission meeting of **May 8th, 2019.****

Rec: Approve as presented.

Action:

V. NEW BUSINESS

- B** A. Approve Change Order No. 1 and Accept Contract No. HA37350 with S&T Contractors, Inc.

Rec: By Minute Motion:

That the Palm Desert Housing Commission forwards the recommendation to the Housing Authority to Approve Change Order No. 1 and accept Contract No. HA37350 with S&T Contractors, Inc. dba Service Master Restoration by S&T of Santa Clarita, California, for the Top Stair Handrail Replacement at One Quail Place, as complete and authorize the City Clerk to file a Notice of Completion (Project No. 821-19)

Action:

- C** B. Approve an extension to Contract No. HA37270 with John Harrison Contracting, Inc., for HVAC Mechanical Systems Maintenance Services

Rec: By Minute Motion:

That the Palm Desert Housing Commission forwards the recommendation to the Housing Authority to Approve an Extension to Contract No. HA37270 with John Harrison Contracting, Inc., for HVAC Mechanical Systems Maintenance Services at the Palm Desert Housing Authority properties in the amount not to exceed \$175,000 for FY 2019/2020

Action:

- D** C. Authorize the use of Curtis Allan Floorcoverings Inc. (Mohawk)

Rec: By Minute Motion

That the Palm Desert Housing Commission forwards the recommendation to the Housing Authority to Authorize the use of Curtis Allan Floorcoverings, Inc. for purposes of procuring floor coverings and related supplies and services with Mohawk Carpet Distribution, Inc. at the Palm Desert Housing Authority properties in a total annual amount not to exceed \$125,000.

Action:

- E** D. Authorize the use of Curtis Allan Floorcoverings Inc. (Engineered Floors, LLC)

Rec: By Minute Motion

That the Palm Desert Housing Commission forwards the recommendation to the Housing Authority to Authorize the use of Curtis Allan Floorcoverings,, Inc. for purposes of procuring floor coverings and related supplies and services with Engineered Floors, LLC,(dba J+J Flooring Group and dba EF Contract) at the Palm Desert Housing Authority properties in a total annual amount not to exceed \$125,000.

Action:

- F** E. Authorize Award of Contract No. HA_____ to Garland/DBS, Inc., for roof repairs and related services

Rec: By Minute Motion:

That the Palm Desert Housing Commission forwards the recommendation to the Housing Authority to Authorize Award of Contract No. HA_____ to Garland/DBS, Inc., for roof repairs and related services at the Palm Desert Housing Authority properties in a total annual amount not to exceed \$75,000

Action:

- G** F. Authorize the use of Sherwin Williams

Rec: By Minute Motion

That the Palm Desert Housing Commission forwards the recommendation to the Housing Authority to Authorize the use of Sherwin Williams for purchase of paint and paint related materials and supplies for the Palm Desert Authority Properties for FY 2019/2020.

Action:

- H** G. Approval of the Vendor List for the Authority rental properties

Rec: By Minute Motion:

That the Palm Desert Housing Commission forwards the recommendation to the Housing Authority to Streamline the use of named vendors for the Authority by granting exception to the bidding requirements and approving the Authority Vendor List

Action:

- IJ** H. Adopt Resolution No. HA_____ Amending and Restating the Bylaws for the Palm Desert Housing Commission

Rec: By Minute Motion:

That the Palm Desert Housing Commission forwards the recommendation to the Housing Authority to Waive further reading and adopt Resolution No. HA___ Amending and Restating the Bylaws for the Palm Desert Housing Commission, which adopts the First Wednesday of the month as a regular meeting date that is mutually acceptable to the Housing Commission

Action:

VI. CONTINUED BUSINESS

VII. REPORTS AND REMARKS

- A. Commission Reports

- K** B. Summary of City Council and Housing Authority agenda items and actions (Jessica)

- L** C. RPM Company Monthly Reports for April (Teresa)

- Monthly Occupancy Status Report
- Report #1 - Monthly Occupancy and Average Rent Statement
- Report #2 - Monthly Net Operating Income Statements

M D. Housing Authority Properties Update for May (Teresa)

E. Authority Home Improvement Program Update (Janet)

ACTIVITY (May 2019)

Inquiries (calls, walk-ins, emails):	2
Applications Provided:	0
Applications Received:	2
Application being processed	1
Eligible (possibly meets criteria):	1
Ineligible (does not meet criteria):	0
Energy Savings Assistance Programs Referrals: (JHC Construction - SCE/Gas Co)	0

VIII. NEXT MEETING DATE – July 10, 2019

IX. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda for the Palm Desert Housing Commission was posted on the City Hall bulletin board not less than 72 hours prior to the meeting. Dated this 6TH day of June 2019.


Patty Leon, Recording Secretary