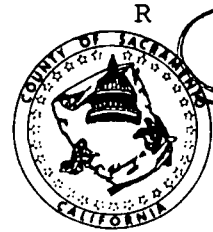




**SACRAMENTO
HOUSING AND REDEVELOPMENT
AGENCY**



31

February 17, 1988



Housing Authority of
the City of Sacramento

Honorable Members in Session:

SUBJECT: Authorization to Submit 1988 Comprehensive Improvement Assistance Program (CIAP) Applications, Execute Required Documents, Solicit Bids and Execute Necessary Contracts.

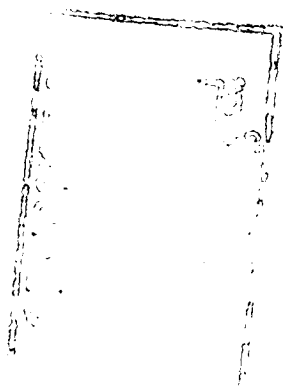
SUMMARY

Staff recommends adopting a resolution to authorize the Executive Director to:

1. Submit to the U.S. Department of Housing and Urban Development (HUD) a preliminary application for 1988 Comprehensive Improvement Assistance Program (CIAP) funding for existing public housing modernization work at Cal 5-1 and 5-3 (New Helvetia), Cal 5-20 and Cal 5-21 (Substantial Rehab. Units), Cal 5-12 (Lincoln Manor), Cal 5-10 (Big Trees), Cal 5-7 (Capitol Terrace), and Cal 5-9 (Washington Plaza), for City projects.
2. Submit the final 1988 CIAP Application documents upon request by HUD.
3. To obtain and approve architectural plans and specifications prepared by a firm solicited through Agency procedures or prepared in house with outside consulting services required.
4. To solicit, award or reject bids for any project funded for 1988 CIAP Modernization Work.

BACKGROUND

The Housing Authority of the City and County of Sacramento, when invited by HUD, submits an annual application for funding assistance through the Comprehensive Improvements Assistance Program (CIAP) for the modernization of existing Agency owned low income family and elderly public housing units. The preliminary application for 1988 Funding Year is due at HUD's field office on March 4, 1988.



Housing Authority of the
City of Sacramento
February 17, 1988

In previous years, the Agency has submitted applications for funding assistance and received awards for the City and County totaling \$718,971 in 1982, \$6,386,887 in 1983, \$536,880 in 1985, \$2,777,392 in 1986 and \$2,207,184 in 1987. No award was received in 1984.

The Agency submits a 5 year comprehensive plan to HUD, which is updated yearly. This plan, along with the Housing Maintenance Divisions, 10 year Modernization plan and a continuing assessment needs are the basis for the application request.

This years application, (in addition to the proposed modernization request), will also include a request for lead base paint abatement for the Cal 5-1 and Cal 5-3, New Helvetia project. This became necessary as a result of the projects testing positive for lead base paint substance. A lead base paint abatement plan is being formalized for submission to HUD for approval. The result of having to abate the lead base paint at these projects, necessitates that the funds that were set aside in 1987 funding year for modernizaiton at said projects will now have to be utilized toward abating the lead base paint. Additional funds will be requested in the 1988 application to complete the lead paint abatement at these projects and to provide for the modernization needs that are being relinquished from the 1987 funding year to abate the lead base paint at these projects.

If and when HUD sets aside funding for any or all of the proposed request, a final application for funding assistance will be submitted to HUD by the prescribed date. Following formal fund approval, the Executive Director will then amend the annual contribution contract to cover the approved projects for the 1988 CIAP funding year.

The architectural services will be secured either through outside architectural firms or in-house staff which ever is deemed most feasible for our needs at that time.

When plans and specifications have been developed and approved, the Executive Director will solicit bids through required procedures and reject bids or award contracts to the lowest responsible bidder for the specific work item within the approved budget limits.

Staff inspected and surveyed each family and elderly housing project for a needs assessment. Tenant meetings were held at each project for their input relative to improvement needs and this input was incorporated into our budget proposal.

The specific modernization work items being requested in our preliminary 1988 application are as follows:

Housing Authority of the
 City of Sacramento
 February 17, 1988

CITY PROJECTS

Cal 5-1 and Cal 5-3 (New Helvetia)

The CIAP Division will be requesting funds for the testing of lead base paint content in the total project and to abate the discovered lead base paint. The initial random lead base paint testing at the New Helvetia Project indicated the presence of lead base paint. Per HUD requirements, we will have to test the entire project.

Cal 5-20 - Substantial Rehabilitation (Units are scattered in various locations throughout the City).

The Comprehensive Assistance needs on this project are as follows:

Weatherseal 20 units; exterior panic on 40 units; replace/or rebuild sliding door and windows in 10 units; replace 9,000 L.F. of fencing; replace sidewalk and driveways on 12 units; replace 10 water heaters and 12 wall furnaces; major repair or replacement to 7 central heat systems; replace roof on 6 units; replace flooring in 7 units; replace incandescent light fixtures to fluorescent; replace 6 countertops and 10 marlite tub surrounds; upgrade 10 electrical services; provide dryer

vents and plugs to 10 units; install low-flow showerheads; replace entry doors and locksets; repair dryrot in bathroom of 8 units; sewer line repair/replacement and clean-outs; replace screen doors and foundation vents.

Cal 5-21 - Substantial Rehabilitation (Units are scattered in various locations throughout the City).

The Comprehensive Assistance needs on this project are as follows:

Weathersealing of 16 units; exterior painting on 30 units; window and sliding door on 8 units; replace 7,000 L.F. of fencing; replace walks and driveway at 9 units; replace water heater and wall furnaces in 9 units; replacement of 5 central heat systems; replace 4 roofs; replace flooring in 5 units; replace incandescent light fixtures with fluorescent; replace countertops in 4 units and replace tub surrounds in 8 units; upgrade electrical in 8 units; provide dryer vents and plugs in 8 units; install low-flow showerheads; replace entry doors and locksets - all units; dryrot repair in 5 units; sewer line replacement and clean-outs at 5 units; provide and install screen doors and foundation vents.

1900

Housing Authority of the
City of Sacramento
February 17, 1988

Cal 5-12 - Lincoln Manor 2845 37th Street

A brief description of project needs are as follows:

Replace east side fence; revise patio area at community room; provide chairs, tables, furniture, TV set, games, bookcase to accommodate community room for tenant use; replace floor coverings in tenant units and common areas; paint interior of tenant units and common areas; replace ranges, refrigerators and window coverings; install entry combo locksets and wide angle peep sites; provide garbage bin enclosures.

Cal 5-10 - Big Tree, 2516 "H" Street

The physical improvement needs are as follows:

Provide fire labeled access doors; replace water heaters (two, 70 gallon); install panic hardware on 1st floor (4 sets); replace doors at roof entrance, mechanical and garbage room (doors are delaminating); replace firehoses. Install combo entry locksets and wide angle peep sites; install floor covering and window coverings in units and common areas; paint tenant units and common areas; replace stoves and refrigerators; provide new lobby furniture and bookcases; gate fencing for front and side areas; replace incandescent exterior lights with fluorescent, enclose garbage bin area; install automated sprinkler system; upgrade TV system; repave and stripe parking area.

Cal 5-7 - Capitol Terrace 1820 Capitol Avenue

The physical improvement needs on this project are as follows;

Replace all firehoses; repair leaks and recoat roof; repair water damage to closet wall, exterior and window wall. Replace ranges, refrigerators and water heaters (70 gallon); replace kitchen sink countertops; install tub/shower enclosures, seal and weatherproof exterior wall; replace incandescent light fixtures in tenant units, utility and maintenance rooms; install wide angle peepholes; replace floor and window covering in units and in community room and common areas; provide new lobby furniture; replace plastic accordion doors with by-pass closet doors; paint building interior common areas and tenant units. Install solar screens to community room, upgrade TV systems for available local channels. Replace existing wood fence, automatic sprinkler; install light sensors on exterior lighting; repair parking lot, seal and restripe. Paint balcony and windows; locate covered water valves in ceiling and provide metal access door.

Housing Authority of the
City of Sacramento
February 17, 1988

Cal 5-9 Washington Plaza 1318 "E" Street

The physical improvements needed on this project are as follows:

Relocate emergency alarm system; install Jel-Pak batteries with charger to alarm system; replace firehoses (10); replace sink tops (25 units); replace 152 incandescent fixtures with fluorescent; install shower/tub enclosures in 76 units; replace carpet and resilient floor coverings (40 units) and in common areas; upgrade intercom/door release systems; replace caulking, weatherseal and paint exterior; paint interior of tenant units and common areas; relocate existing fire dry stand pipe (per fire department's directive). Replace A/C heating units in 76 units and community room; replace plastic accordion doors with wood by-pass doors; replace unit refrigerators; replace flooring in complex laundry room; replace countertops, sinks and faucets in community room kitchen; relocate and enclose garbage bin area; replace all fencing and provide protective edge to front planter; re-landscape patio and entry area; aluminum coat the roof.

MANAGEMENT IMPROVEMENTS BEING REQUESTED:

Upgrade computer equipment for the CIAP and Maintenance Division to provide for continuing compatability with existing application and to enhance functionality of anticipated work load; purchase one maintenance one and a half ton truck; one motorized scooter; initiate secret witness program; resident newsletter; woman power alliance - female residents

FINANCIAL DATA

Funds are being requested from the Department of Housing and Urban Development for the amounts and projects as follows:

CITY PROJECTS

New Helvetia (Cal 5-1 and Cal 5-3)	=	\$3,092,968
Substantial Rehab Units (Cal 5-20)	=	\$ 462,000
Substantial Rehab Units (Cal 5-21)	=	\$ 454,335
Lincoln Manor (Cal 5-12)	=	\$ 99,953
Big Tree (Cal 5-10)	=	\$ 187,997
Capitol Terrace (Cal 5-7)	=	\$ 665,757
Washington Plaza (Cal 5-9)	=	\$ 828,144
<u>CITY PROJECTS TOTAL</u>		<u>\$5,791,154</u>
<u>MANAGEMENT IMPROVEMENT TOTAL</u>		<u>\$ 283,525</u>
<u>THE TOTAL APPLICATION REQUEST WILL BE</u>		<u>\$6,074,679</u>

Housing Authority of the
City of Sacramento
February 17, 1988

ENVIRONMENTAL REVIEW

NEPA: Catagorically excluded under 58.35(B)(B1) then converted to an exempt activity under 58.34(10). The facilities, improvements, equipment, replace, modernize or upgrade existing facilities with only a minimal change in the use, size, capacity or location (e.g., replacement of access railroad spurs, water and sewer lines and other site improvements); and do not increase capacity or density by more than 20 percent; and (2) the facilities, improvements and equipment are consistent with the allowed use of that site and do not involve change in land use, such as from residential to nonresidential, commercial to industrial or from one industrial use to another.

CEQA: Catagorical Exemption 15301 Class 1(a)(c)(d)(f) Existing Facilities. Consists of the operation, repair, maintenance or minor alteration of existing public or private structures, facilities, mechanical equipment or topographical features, involving negligible or no expansion of use beyond that previously existing.

POLICY IMPLICATION

The action(s) proposed in this staff report are consistent with previously approved policy and there are no policy changes being recommended.

VOTE AND RECOMMENDATION OF COMMISSION

At its regular meeting of February 22, 1988, the Sacramento Housing and Redevelopment Commission adopted a motion recommending approval of the attached resolution. The votes were as follows:

- AYES: Amundson, Glud, Pettit, Sheldon, Simon, Simpson, Wiggins, Wooley, Yew, Moose
- NOES: None
- ABSENT: None

Housing Authority of the
City of Sacramento
February 17, 1988

RECOMMENDATION

The staff recommends adoption of the attached resolution, which authorizes the Executive Director to submit 1988 CIAP Preliminary Applications, Approve and Execute Required Documents, Solicit Bids and Execute Necessary Contracts.

Respectfully submitted,

William H. Edgar

WILLIAM H. EDGAR
Executive Director

Contact Persons: John E. Bridges (440-1337)
or Peter Dejea (440-1305)

0904U

RESOLUTION NO. 88-011

31

ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO

ON DATE OF
March 1, 1988



1988 COMPREHENSIVE
IMPROVEMENTS ASSISTANCE PROGRAM FUNDING

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO:

Section 1: In accordance with the staff report filed with this resolution, the Executive Director is authorized to submit to the United States Department of Housing and Urban Development ("HUD"), a preliminary application for 1988 F.Y. Comprehensive Improvement Assistance Program (CIAP) funding for existing public housing Lead Base Paint testing and abatement at Cal 5-1 and Cal 5-3 (New Helvetia), and for Housing Modernization work at Cal 5-20 and 5-21 (Substantial Rehab. units), Cal 5-12 (Lincoln Manor), Cal 5-10 (Big Trees), Cal 5-7 (Capitol Terrace) and Cal 5-9 (Washington Plaza).

Section 2: The Executive Director is authorized to submit the final 1988 CIAP application and all documents related to such preliminary applications when and to the extent requested by HUD.

Section 3: The Executive Director is authorized to execute such documents as are necessary and required to apply for and obtain any CIAP funding approved pursuant to said applications.

Section 4: The Executive Director is authorized, in accordance with Agency policy:

- a. To solicit and negotiate for and to execute contracts for architectural services and for outside consulting services as may be required and necessary and to assist in performing the architectural services with Agency staff related to 1988 CIAP approved projects, for contract amounts not to exceed the budget amounts approved for such projects, and;
- b. To approve the final plans and specifications for implementation of 1988 CIAP.

Section 5: The Executive Director is authorized to solicit bids; award or reject bids and execute contracts for the work of any projects which may be funded for 1988 CIAP public housing modernization projects in amounts not to exceed the budget amounts approved for such projects.

Section 6: The total expenditure authorized for all contracts let in accordance with Section 5 shall not exceed the budgeted amounts for said projects as funded by HUD.

Section 7: The Executive Director is authorized to sign and execute documents and take all necessary action to secure completion of the work approved by HUD and in accordance with this resolution.

On a motion by Member _____, seconded by Member _____, the foregoing resolution was passed and adopted by the Housing Authority of the City of Sacramento, State of California, this ____ day of _____, 1988, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CHAIR

ATTEST:

CLERK

0923U



**SACRAMENTO
HOUSING AND REDEVELOPMENT
AGENCY**



31

February 17, 1988

CITY MANAGER'S OFFICE

RECEIVED

FEB 24 1988

Housing Authority of
the City of Sacramento

Honorable Members in Session:

SUBJECT: Authorization to Submit 1988 Comprehensive Improvement Assistance Program (CIAP) Applications, Execute Required Documents, Solicit Bids and Execute Necessary Contracts.

SUMMARY

Staff recommends adopting a resolution to authorize the Executive Director to:

1. Submit to the U.S. Department of Housing and Urban Development (HUD) a preliminary application for 1988 Comprehensive Improvement Assistance Program (CIAP) funding for existing public housing modernization work at Cal 5-1 and 5-3 (New Helvetia), Cal 5-20 and Cal 5-21 (Substantial Rehab. Units), Cal 5-12 (Lincoln Manor), Cal 5-10 (Big Trees), Cal 5-7 (Capitol Terrace), and Cal 5-9 (Washington Plaza), for City projects.
2. Submit the final 1988 CIAP Application documents upon request by HUD.
3. To obtain and approve architectural plans and specifications prepared by a firm solicited through Agency procedures or prepared in house with outside consulting services required.
4. To solicit, award or reject bids for any project funded for 1988 CIAP Modernization Work.

BACKGROUND

The Housing Authority of the City and County of Sacramento, when invited by HUD, submits an annual application for funding assistance through the Comprehensive Improvements Assistance Program (CIAP) for the modernization of existing Agency owned low income family and elderly public housing units. The preliminary application for 1988 Funding Year is due at HUD's field office on March 4, 1988.

3-1-88

All Districts

(1)

Housing Authority of the
County of Sacramento
February 17, 1988

In previous years, the Agency has submitted applications for funding assistance and received awards for the City and County totaling \$718,971 in 1982, \$6,386,887 in 1983, \$536,880 in 1985, \$2,777,392 in 1986 and \$2,207,184 in 1987. No award was received in 1984.

The Agency submits a 5 year comprehensive plan to HUD, which is updated yearly. This plan, along with the Housing Maintenance Divisions, 10 year Modernization plan and a continuing assessment needs are the basis for the application request.

If and when HUD sets aside funding for any or all of the proposed request, a final application for funding assistance will be submitted to HUD by the prescribed date. Following formal fund approval, the Executive Director will then amend the annual contribution contract to cover the approved projects for the 1988 CIAP funding year.

The architectural services will be secured either through outside architectural firms or in-house staff which ever is deemed most feasible for our needs at that time.

When plans and specifications have been developed and approved, the Executive Director will solicit bids through required procedures and reject bids or award contracts to the lowest responsible bidder for the specific work item within the approved budget limits.

Staff inspected and surveyed each family and elderly housing project for a needs assessment. Tenant meetings were held at each project for their input relative to improvement needs and this input was incorporated into our budget proposal.

The specific modernization work items being requested in our preliminary 1988 application are as follows:

COUNTY PROJECTS

Cal 7-2B Dos Rios (50 units)

The physical improvements needed on this project are as follows:
Weatherization of steel casement windows in all 50 units

Cal 7-1 Dos Rios (168 units)

The physical improvements needed on this project are as follows:
Remove old roofing and reroof building with composition shingles.

1900

Housing Authority of the
City of Sacramento
February 17, 1988

CITY PROJECTS

Cal 5-1 (New Helvetia)

Lead base paint abatement funds are being requested to abate the lead paint in the front and rear entry doors, jambs, interior and exterior trim, the porch posts, the base boards throughout the units, the windows, window sills inside and out and window trim, the cased opening and trim, the closet shelving. Interior door-trim, doors and banisters.

Cal 5-3 (New Helvetia)

Lead base paint abatement funds are being requested to abate lead paint in the front and rear entry doors, jambs, and trim in addition to the base boards throughout the units.

Cal 5-20 - Substantial Rehabilitation (Units are scattered in various locations throughout the City).

The Comprehensive Assistance needs on this project are as follows:

Weatherseal 20 units; exterior panic on 40 units; replace/or rebuild sliding door and windows in 10 units; replace 9,000 L.F. of fencing; replace sidewalk and driveways on 12 units; replace 10 water heaters and 12 wall furnaces; major repair or replacement to 7 central heat systems; replace roof on 6 units; replace flooring in 7 units; replace incandescent light fixtures to fluorescent; replace 6 countertops and 10 marlite tub surrounds; upgrade 10 electrical services; provide dryer vents and plugs to 10 units; install low-flow showerheads; replace entry doors and locksets; repair dryrot in bathroom of 8 units; sewer line repair/replacement and clean-outs; replace screen doors and foundation vents.

Cal 5-21 - Substantial Rehabilitation (Units are scattered in various locations throughout the City).

The Comprehensive Assistance needs on this project are as follows:

Weathersealing of 16 units; exterior painting on 30 units; window and sliding door on 8 units; replace 7,000 L.F. of fencing; replace walks and driveway at 9 units; replace water heater and wall furnaces in 9 units; replacement of 5 central heat systems; replace 4 roofs; replace flooring in 5 units; replace incandescent light fixtures with fluorescent; replace countertops in 4 units and replace tub surrounds in 8 units; upgrade electrical in 8 units; provide dryer vents and plugs in 8 units; install low-flow showerheads; replace entry doors and locksets - all units; dryrot repair in 5 units; sewer line replacement and clean-outs at 5 units; provide and install screen doors and foundation vents.

CHAP. 10. 1110

Housing Authority of the
City of Sacramento
February 17, 1988

Cal 5-12 - Lincoln Manor 2845 37th Street

A brief description of project needs are as follows:

Replace east side fence; revise patio area at community room; provide chairs, tables, furniture, TV set, games, bookcase to accommodate community room for tenant use; replace floor coverings in tenant units and common areas; paint interior of tenant units and common areas; replace ranges, refrigerators and window coverings; install entry combo locksets and wide angle peep sites; provide garbage bin enclosures.

Cal 5-10 - Big Tree, 2516 "H" Street

The physical improvement needs are as follows:

Provide fire labeled access doors; replace water heaters (two, 70 gallon); install panic hardware on 1st floor (4 sets); replace doors at roof entrance, mechanical and garbage room (doors are delaminating); replace firehoses. Install combo entry locksets and wide angle peep sites; install floor covering and window coverings in units and common areas; paint tenant units and common areas; replace stoves and refrigerators; provide new lobby furniture and bookcases; gate fencing for front and side areas; replace incandescent exterior lights with fluorescent, enclose garbage bin area; install automated sprinkler system; upgrade TV system; repave and stripe parking area.

Cal 5-7 - Capitol Terrace 1820 Capitol Avenue

The physical improvement needs on this project are as follows;

Replace all firehoses; repair leaks and recoat roof; repair water damage to closet wall, exterior and window wall. Replace ranges, refrigerators and water heaters (70 gallon); replace kitchen sink countertops; install tub/shower enclosures, seal and weatherproof exterior wall; replace incandescent light fixtures in tenant units, utility and maintenance rooms; install wide angle peepholes; replace floor and window covering in units and in community room and common areas; provide new lobby furniture; replace plastic accordion doors with by-pass closet doors; paint building interior common areas and tenant units. Install solar screens to community room, upgrade TV systems for available local channels. Replace existing wood fence, automatic sprinkler; install light sensors on exterior lighting; repair parking lot, seal and restrripe. Paint balcony and windows; locate covered water valves in ceiling and provide metal access door.

Housing Authority of the
City of Sacramento
February 17, 1988

Cal 5-9 Washington Plaza 1318 "E" Street

The physical improvements needed on this project are as follows:

Relocate emergency alarm system; install Jel-Pak batteries with charger to alarm system; replace firehoses (10); replace sink tops (25 units); replace 152 incandescent fixtures with fluorescent; install shower/tub enclosures in 76 units; replace carpet and resilient floor coverings (40 units) and in common areas; upgrade intercom/door release systems; replace caulking, weatherseal and paint exterior; paint interior of tenant units and common areas; relocate existing fire dry stand pipe (per fire department's directive). Replace A/C heating units in 76 units and community room; replace plastic accordion doors with wood by-pass doors; replace unit refrigerators; replace flooring in complex laundry room; replace countertops, sinks and faucets in community room kitchen; relocate and enclose garbage bin area; replace all fencing and provide protective edge to front planter; re-landscape patio and entry area; aluminum coat the roof.

MANAGEMENT IMPROVEMENTS BEING REQUESTED:

Upgrade computer equipment for the CIAP and Maintenance Division to provide for continuing compatability with existing application and to enhance functionality of anticipated work load; purchase one maintenance one and a half ton truck; one motorized scooter; initiate secret witness program; resident newsletter; woman power alliance - female residents

FINANCIAL DATA

Funds are being requested from the Department of Housing and Urban Development for the amounts and projects as follows:

CITY PROJECTS

New Helvetia (Cal 5-1)	=	\$3,084,593
New Helvetia (Cal 5-3)	=	\$ 78,100
Substantial Rehab Units (Cal 5-20)	=	\$ 462,000
Substantial Rehab Units (Cal 5-21)	=	\$ 353,750
Lincol Manor (Cal 5-12)	=	\$ 99,953
Big Tree (Cal 5-10)	=	\$ 187,997
Capitol Terrace (Cal 5-7)	=	\$ 665,757
Washington Plaza (Cal 5-9)	=	\$ 882,813
<u>CITY PROJECTS TOTAL</u>		<u>\$5,814,963</u>
<u>MANAGEMENT IMPROVEMENT TOTAL</u>		<u>\$ 283,525</u>
<u>THE TOTAL APPLICATION REQUEST WILL BE</u>		<u>\$6,098,488</u>

Housing Authority of the
City of Sacramento
February 17, 1988

ENVIRONMENTAL REVIEW

NEPA: Catagorically excluded under 58.35(B)(B1) then converted to an exempt activity under 58.34(10). The facilities, improvements, equipment, replace, modernize or upgrade existing facilities with only a minimal change in the use, size, capacity or location (e.g., replacement of access railroad spurs, water and sewer lines and other site improvements); and do not increase capacity or density by more than 20 percent; and (2) the facilities, improvements and equipment are consistent with the allowed use of that site and do not involve change in land use, such as from residential to nonresidential, commercial to industrial or from one industrial use to another.

CEQA: Catagorical Exemption 15301 Class 1(a)(c)(d)(f) Existing Facilities. Consists of the operation, repair, maintenance or minor alteration of existing public or private structures, facilities, mechanical equipment or topographical features, involving negligible or no expansion of use beyond that previously existing.

POLICY IMPLICATION

The action(s) proposed in this staff report are consistent with previously approved policy and there are no policy changes being recommended.

VOTE AND RECOMMENDATION OF COMMISSION

At its regular meeting of February 22, 1988, the Sacramento Housing and Redevelopment Commission adopted a motion recommending approval of the attached resolution. The votes were as follows:

AYES: Amundson, Glud, Pettit, Sheldon, Simon, Simpson,
Wiggins, Wooley, Yew, Moose

NOES: None

ABSENT: None

Housing Authority of the
City of Sacramento
February 17, 1988
Page - 7-

RECOMMENDATION

The staff recommends adoption of the attached resolution which authorizes the Executive Director to submit 1988 CIAP Preliminary Applications, approve and execute required documents, solicit bids and execute necessary contracts.

Respectfully submitted,

William H. Edgar

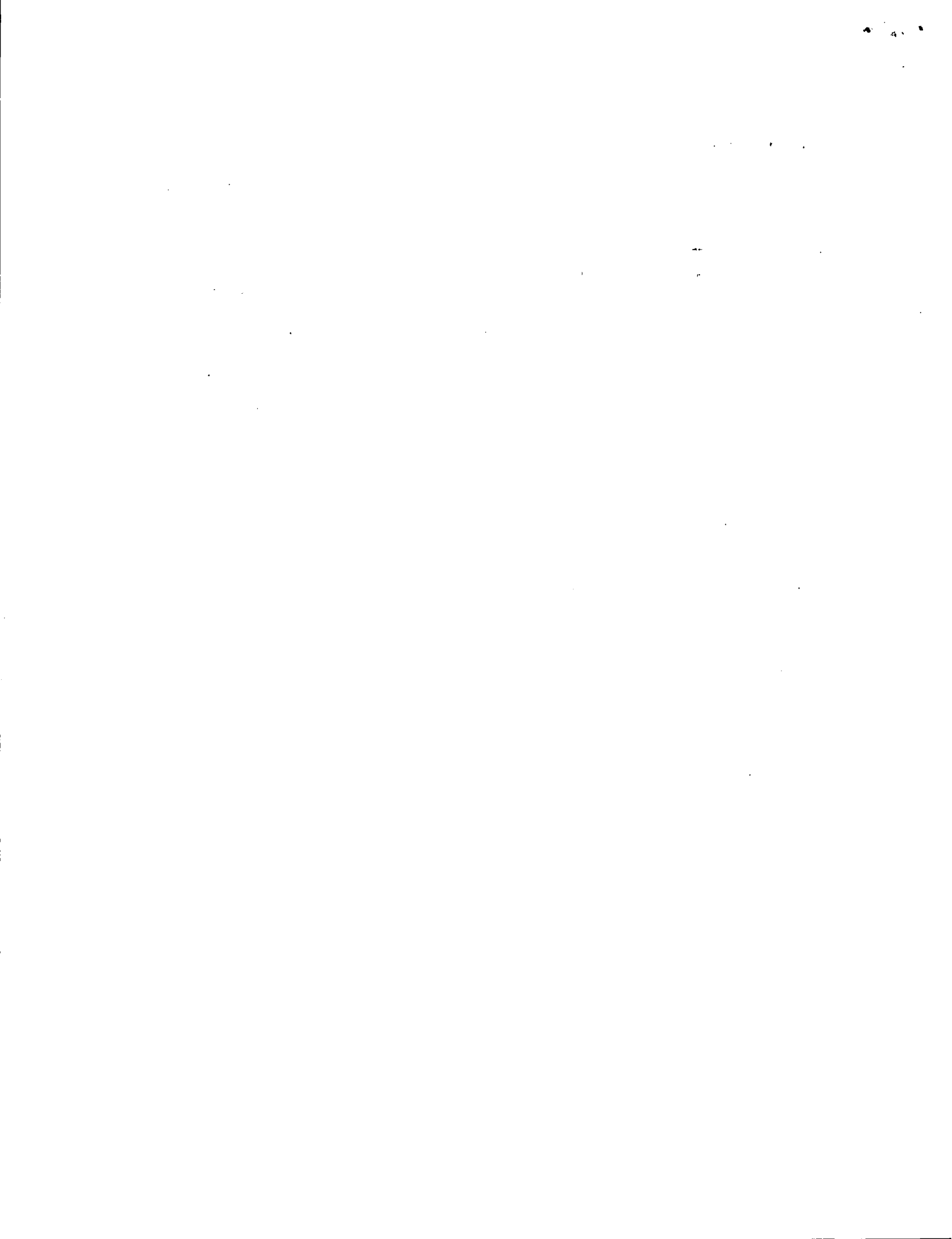
WILLIAM H. EDGAR
Executive Director

TRANSMITTAL TO COUNCIL:

Walter J. Slipe

For: WALTER J. SLIPE
City Manager

Contact Person: John Bridges - 440-1337



RESOLUTION NO.

ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO
ON DATE OF

March 1, 1988

1988 COMPREHENSIVE IMPROVEMENTS ASSISTANCE PROGRAM FUNDING

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF
SACRAMENTO:

Section 1: In accordance with the staff report filed with this resolution, the Executive Director is authorized to submit to the United States Department of Housing and Urban Development ("HUD"), a preliminary application for 1988 F.Y. Comprehensive Improvement Assistance Program (CIAP) funding for existing public housing Lead Base Paint Abatement work at Cal 5-1 and Cal 5-3 (New Helvetia), and for Housing Modernization work at Cal 5-20 and 5-21 (Substantial Rehab. Units), Cal 5-12 (Lincoln Manor), Cal 5-10 (Big Trees), Cal 5-7 (Capitol Terrace) and Cal 5-9 (Washington Plaza).

Section 2: The Executive Director is authorized to submit the final 1988 CIAP application and all documents related to such preliminary applications when and to the extent requested by HUD.

Section 3: The Executive Director is authorized to execute such documents as are necessary and required to apply for and obtain any CIAP funding approved pursuant to said applications.

Section 4: The Executive Director is authorized, in accordance with Agency policy:

- a. To solicit and negotiate for and to execute contracts for architectural services and for outside consulting services as may be required and necessary and to assist in performing the architectural services with Agency staff related to 1988 CIAP approved projects, for contract amounts not to exceed the budget amounts approved for such projects, and;
- b. To approve the final plans and specifications for implementation of 1988 CIAP.

E C

1911. Includes items no. 1000-1010

Section 5: The Executive Director is authorized to solicit bids; award or reject bids and execute contracts for the work of any projects which may be funded for 1988 CIAP public housing modernization projects in amounts not to exceed the budget amounts approved for such projects.

Section 6: The total expenditure authorized for all contracts let in accordance with Section 5 shall not exceed the budgeted amounts for said projects as funded by HUD.

Section 7: The Executive Director is authorized to sign and execute documents and take all necessary action to secure completion of the work approved by HUD and in accordance with this resolution.

On a motion by Member _____, seconded by Member _____ the foregoing resolution was passed and adopted by the Housing Authority of the City of Sacramento, State of California, this _____ day of _____, 1988, by the following vote, to wit:

- AYES:
- NOES:
- ABSENT:

CHAIR

ATTEST:

CLERK

0118E

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

Additionally, it is noted that regular audits are essential to identify any discrepancies or errors early on. This proactive approach helps in maintaining the integrity of the financial statements and prevents any potential issues from escalating.

The second section focuses on the role of technology in modern accounting. It highlights how software solutions have revolutionized the way businesses manage their finances. From automated data entry to real-time reporting, these tools significantly reduce the risk of human error and improve efficiency.

However, it also points out that while technology is a powerful asset, it must be used responsibly. Proper training and security measures are necessary to protect sensitive financial information from cyber threats and unauthorized access.

In conclusion, the document stresses that a combination of sound accounting practices and the effective use of technology is key to achieving financial success. By adhering to these principles, businesses can ensure that their financial records are accurate, reliable, and compliant with all relevant regulations.