

**SUBMITTAL TO THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

519
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FROM: Housing Authority

SUBMITTAL DATE:
November 20, 2013

SUBJECT: Adoption of Resolution 2013-011, Designating the Executive Director as the Real Property Manager for the Housing Authority, All Districts, [\$0]

RECOMMENDED MOTION: That the Board of Commissioners:

1. Adopt Resolution No. 2013-011, Designating the Executive Director as the Real Property Manager for the Housing Authority.

**BACKGROUND:
Summary**

On July 12, 2012, the Board of Commissioners accepted the transfer of any and all assets, liabilities, duties, loans, leases, and obligations associated with the housing activities of the former Redevelopment Agency for the County of Riverside.

(Continued on Page 2)

Robert Field
Executive Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

SOURCE OF FUNDS: N/A

Budget Adjustment: No

For Fiscal Year: 2013/14

C.E.O. RECOMMENDATION:

APPROVE

BY:
Rohini Dasika

County Executive Office Signature

MINUTES OF THE HOUSING AUTHORITY BOARD OF COMMISSIONERS

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.:

District: All

Agenda Number:

10-2

FORM APPROVED COUNTY COUNSEL
BY: ANITA C. WILLIS
DATE: 11-12-13

Departmental Concurrence

SUBMITTAL TO THE BOARD OF COMMISSIONERS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

Housing Authority

FORM 11: Adoption of Resolution 2013-011, Designating the Executive Director as the Real Property Manager for the Housing Authority, All Districts, [\$0]

DATE: November 20, 2013

Page 2 of 2

BACKGROUND:

Summary

On June 4, 2013, the Housing Authority entered into a Memorandum of Understanding with the City of Coachella accepting the transfer of the housing assets and functions of the former Coachella Redevelopment Agency.

In the course of acquiring and managing over 100 parcels of properties now owned by the Housing Authority, it is necessary for the Housing Authority to execute administrative and real property documents such as rights of entry, grants of easement, dedications, lot line adjustments, parcel mergers and certificate of compliances.

Adoption of the attached Resolution 2013-011 will formally designate the Housing Authority's Executive Director as the Real Property Manager, and will authorize the Executive Director or designee to execute administrative documents including, but not limited to, rights of entry, grants of easement, dedications, lot line adjustments, parcel mergers and certificate of compliances, for the property owned by the Housing Authority and for projects approved by the Board of Commissioners.

County Counsel has reviewed and approved the attached Resolution No. 2013-011 as to form. Staff recommends that the Board of Commissioners adopt Resolution No. 2013-011.

Impact on Residents and Businesses

Adopting Resolution No. 2013-011 will enable the Housing Authority to handle administrative matters related to each property in an expeditious manner for the eventual development and construction of affordable housing and in turn create jobs.

Attachment:

- Resolution No. 2013-011, Designating the Executive Director as the Real Property Manager for the Housing Authority

2 RESOLUTION NUMBER 2013-011

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4 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING
5 AUTHORITY OF THE COUNTY OF RIVERSIDE DESIGNATING THE EXECUTIVE
6 DIRECTOR AS THE REAL PROPERTY MANAGER FOR THE
7 HOUSING AUTHORITY OF THE COUNTY OF RIVERSIDE

8 WHEREAS, Section 402 of Amended and Restated By-Laws of the Housing
9 Authority of the County of Riverside ("Authority") authorizes the Chairman to execute
10 on behalf of the Authority all deeds, resolutions contracts, and other documents
11 authorized by the Board of Commissioners, and further provides that the Board of
12 Commissioners may authorize any other officer or employee of the Authority to
13 execute such instruments and documents;

14 WHEREAS, on July 12, 2012, the Board of Commissioners accepted the
15 transfer of any and all assets, liabilities, duties, loans, leases, and obligations
16 associated with the housing activities of the former Redevelopment Agency for the
17 County of Riverside;

18 WHEREAS, on June 4, 2013, the Housing Authority entered into a
19 Memorandum of Understanding with the City of Coachella accepting the transfer of
20 the housing assets and functions of the former Coachella Redevelopment Agency;

21 WHEREAS, in the course of acquiring and managing over 100 parcels of
22 properties now owned by the Housing Authority, it is necessary for the Housing
23 Authority to execute administrative and real property documents such as rights of
24 entry, grants of easement, dedications, lot line adjustments, parcel mergers and
25 certificate of compliances;

26 WHEREAS, the Board of Commissioners desires to designate the Executive
27 Director as the Real Property Manager for the Housing Authority; and

28 WHEREAS, the Board of Commissioners desires to delegate to the Executive
Director, or designee, the authority to execute administrative and real property

1 documents including, but not limited to, rights of entry, grants of easement,
2 dedications, lot line adjustments, parcel mergers and certificate of compliances, for
3 the property that is owned by the Authority and for projects that have been approved
4 by the Board of Commissioners.

5 **NOW THEREFORE, BE IT RESOLVED, FOUND, DETERMINED AND**
6 **ORDERED** by the Board of Commissioners in regular session assembled on
7 December 3, 2013, as follows:

8 1. That the Board of Commissioners hereby finds and declares that the
9 above recitals are true and correct.

10 2. The Executive Director of the Authority is hereby designated as the Real
11 Property Manager for the Authority.

12 3. The Executive Director of the Authority, or designee, is hereby
13 authorized to execute administrative and real property documents including, but not
14 limited to, rights of entry, grants of easement, dedications, lot line adjustments, parcel
15 mergers and certificate of compliances, for the property that is owned by the Authority
16 and for projects that have been approved by the Board of Commissioners.

17 4. This resolution shall take effect after approval by the Board of
18 Commissioners.

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FORM APPROVED COUNTY COUNSEL
BY: Anita C. Willis 11-12-13
ANITA C. WILLIS DATE