

**MINUTES
REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF SANTA BARBARA AND
SANTA BARBARA AFFORDABLE HOUSING GROUP
706 Laguna St. Santa Barbara, California
4:00 p.m. – December 2, 2015**

I. CALL TO ORDER/ROLL CALL

4:00 P.M. Chair Green presiding

Board Members present: Barbara B. Allen, Dolores Daniel, David Hughes, Don Olson, Victor Suhr, and Geoff Green

Board Members absent: Catherine Woodford

Staff Members present: R. Pearson, R. Fredericks, S. Szymanski, D. Aazam, B. Peirson, V. Loza, T. Hood, T. Carter and J. Schipa

II. PUBLIC COMMENT

Mr. Burke, a member of the public, made a comment inquiring about the authority allowing for scholarship funds to be funded by the Housing Authority. Staff responded that the scholarships are within the Authority's charter and have been cleared by the Authority's counsel. Mr. Burke also commented about the Authority's community room use and policy stating there should be no weapons, illegal substances or rowdy behavior allowed.

III. CONSIDERATION OF MINUTES

Minutes were considered under Item V. Consent Calendar.

IV. BILLS AND COMMUNICATIONS

V. CONSENT CALENDAR

MOTION

M/S Allen/Suhr moved to approve recommendations in Consent Calendar (Item Nos. 1, 2, and 3)

VOTE

Ayes:	Barbara Allen	Don Olson
	Dolores Daniel	Victor Suhr
	David Hughes	Geoff Green
Nays:	None	
Abstain:	None	
Absent:	Catherine Woodford	

1. Recommendation that the Commission and Board approve the Minutes of the Housing Authority of the City of Santa Barbara and Santa Barbara Affordable Housing Group's Regular Meeting of November 4, 2015

2. Recommendation that the Commission adopt a resolution setting forth costs incurred and payments made for

the month of October, 2015

3. Recommendation that the Commission authorize the appropriation of \$20,000 from the Authority's Non-HUD program to replenish the Housing Authority Scholarship Fund administered by the Scholarship Foundation of Santa Barbara and, if approved, direct the Housing Authority's Executive Director to execute payment to the Foundation in said amount

VI. REPORT OF EXECUTIVE DIRECTOR - None

VII. TREASURER'S REPORT

1. Recommendation that the Commission review and approve the budgets for the Authority's Consolidated Property Management and Villa Santa Fe programs for fiscal year ending December 31, 2016

DOCUMENTS

- November 18, 2015 Executive Director's Report prepared by Finance Director

SPEAKERS

Staff: R. Pearson, R. Peirson

MOTION

M/S Daniel/Suhr moved to approve the budgets for the Authority's Consolidated Property Management and Villa Santa Fe programs for fiscal year ending December 31, 2016

VOTE

Ayes:	Barbara Allen	Don Olson
	Dolores Daniel	Victor Suhr
	David Hughes	Geoff Green
Nays:	None	
Abstain:	None	
Absent:	Catherine Woodford	

VIII. COMMITTEE REPORT - None

IX. UNFINISHED BUSINESS - None

X. NEW BUSINESS

1. That the Commission: (1) hold a public hearing and take public comment on the Housing Authority's adoption of a proposed Agency Capital Fund Program (CFP) Annual Plan for FFY 2016 (i.e. federal fiscal year ending September 30, 2016), Five-Year Plan update as required by the U.S. Department of Housing and Urban Development (HUD) and performance and evaluation reports for the 2014 (closed) and 2015 (open) CFP grants; and (2) adopt a resolution approving the Authority's CFP Annual Plan for FFY 2016 and authorizing its submission to HUD along with all required certifications

DOCUMENTS

- November 19, 2015 Executive Director's Report prepared by Director of Property and Development

SPEAKERS

Staff: R. Pearson, D. Aazam

Chair Green opened the meeting for a public hearing at 4:23 P.M. Public hearing was closed at 4:23 P.M. with no comments from the public.

MOTION

M/S Allen/Suhr moved to adopt Resolution No. 2622 of the Housing Authority of the City of Santa Barbara, approving the Authority's CFP Annual Plan for FFY 2016 and authorizing its submission to HUD along with all required certifications

VOTE

Ayes:	Barbara Allen	Don Olson
	Dolores Daniel	Victor Suhr
	David Hughes	Geoff Green
Nays:	None	
Abstain:	None	
Absent:	Catherine Woodford	

2. Recommendation that the Commission: (1) hold a public hearing and take public comment on the Housing Authority's adoption of a proposed Agency Annual Plan for fiscal year ending March 31, 2017, as required by the U.S. Department of Housing and Urban Development (HUD); and (2) adopt a resolution approving the Authority's Annual Plan for the fiscal year ending March 31, 2017 and authorizing its submission to HUD along with all required certifications

DOCUMENTS

- November 16, 2015 Executive Director's Report prepared by Deputy Executive Director/CAO

SPEAKERS

Staff: R. Pearson, R. Fredericks

Chair Green opened the meeting for a public hearing at 4:27 P.M. Public hearing was closed at 4:27 P.M. with no public comments.

MOTION

M/S Olson/Suhr moved to adopt Resolution No. 2623 of the Housing Authority of the City of Santa Barbara, approving the Authority's Annual Plan for the fiscal year ending March 31, 2017 and authorizing its submission to HUD along with all required certifications

VOTE

Ayes:	Barbara Allen	Don Olson
	Dolores Daniel	Victor Suhr
	David Hughes	Geoff Green
Nays:	None	
Abstain:	None	
Absent:	Catherine Woodford	

3. Recommendation that the Commission adopt a resolution approving the continued use of 2015 utility allowances effective January 1, 2016, for tenant paid utilities for residents of affordable rental housing in the City of Santa Barbara as well as Housing Authority programs where utility allowances are required, including the continued use of the 2015 utility allowance schedule for the Vista La Cumbre senior housing complex, noting there are no proposed changes

DOCUMENTS

- November 17, 2015 Executive Director's Report prepared by Leasing Agent

SPEAKERS

Staff: R. Pearson

MOTION

M/S Allen/Suhr moved to adopt Resolution No. 2624 of the Housing Authority of the City of Santa Barbara, approving the continued use of 2015 utility allowances effective January 1, 2016, for tenant paid utilities for residents of affordable rental housing in the City of Santa Barbara as well as Housing Authority programs where utility allowances are required, including the continued use of the 2015 utility allowance schedule for the Vista La Cumbre senior housing complex, noting there are no proposed changes

VOTE

Ayes:	Barbara Allen	Don Olson
	Dolores Daniel	Victor Suhr
	David Hughes	Geoff Green
Nays:	None	
Abstain:	None	
Absent:	Catherine Woodford	

4. Recommendation that the Commission adopt a resolution approving revisions to the Authority's Policy on Use of Housing Authority Community Rooms and Public Meeting Spaces and the Schedule of Fees for said use

DOCUMENTS

- November 17, 2015 Executive Director's Report prepared by Leasing Agent

SPEAKERS

Staff: R. Pearson

Chair Green ordered the item be moved to the Board's next meeting in order to further develop the stated policy, to consult with the Authority's counsel and incorporate additional language that protects the Housing Authority.

5. Recommendation that the Commission: (1) drive by the property at 100 North La Cumbre Road that is a 19 unit apartment complex; (2) if a majority of the Commission is interested in the Authority's ownership of the subject property, direct staff to complete the acquisition of the fee title interest in the property at a purchase price of \$4,170,000 plus closing costs per the general terms outlined; (3) adopt a resolution approving the fee title interest purchase and appropriating Non-HUD unrestricted reserves for this purpose; (4) adopt a resolution approving the tax exempt seller carryback notes; and (5) determine that the acquisition of the subject lease is exempt from the California Environmental Quality Act (CEQA) and that the Authority's Executive Director is directed to file a Notice of Exemption from the California Environmental Quality Act (CEQA) with the Santa Barbara County Clerk

DOCUMENTS

- November 23, 2015 Executive Director's Report prepared by Deputy Executive Director/COO

SPEAKERS

Staff: R. Pearson, S. Szymanski

The Board had several questions regarding the property and its purchase; staff answered all questions to the

satisfaction of the Board.

MOTION

M/S Olson/Hughes moved to (1) direct staff to complete the acquisition of the fee title interest in the property at a purchase price of \$4,170,000 plus closing costs per the general terms outlined; (2) adopt Resolution No. 2625 of the Housing Authority of the City of Santa Barbara, approving the fee title interest purchase and appropriating Non-HUD unrestricted reserves for this purpose and the tax exempt seller carryback notes; and (3) determine that the acquisition of the subject lease is exempt from the California Environmental Quality Act (CEQA) and that the Authority's Executive Director is directed to file a Notice of Exemption from the California Environmental Quality Act (CEQA) with the Santa Barbara County Clerk

VOTE

Ayes:	Barbara Allen	Don Olson
	Dolores Daniel	Victor Suhr
	David Hughes	Geoff Green
Nays:	None	
Abstain:	None	
Absent:	Catherine Woodford	

XI. COMMISSION MATTERS

1. Recommendation that the Commission vote to elect Commissioner Hughes as Chair and Commissioner Woodford as Vice Chair for the Housing Authority for 2016 or have the Chair appoint an ad hoc nominating committee that would return at the next meeting with recommendations for Chair and Vice Chair for 2016

DOCUMENTS

- November 15, 2015 Executive Director's Report prepared by Deputy Executive Director/CAO

SPEAKERS

Staff: R. Pearson

MOTION

M/S Allen/Daniels moved to elect Commissioner Hughes as Chair and Commissioner Woodford as Vice Chair for the Housing Authority for 2016

VOTE

Ayes:	Barbara Allen	Victor Suhr
	Dolores Daniel	Geoff Green
	Don Olson	
Nays:	None	
Abstain:	David Hughes	
Absent:	Catherine Woodford	

2. Recommendation that the Chair appoint a 3rd Commissioner (in addition to Chair and Vice Chair) to serve on the Commission's Ad Hoc Subcommittee charged with completing the Executive Director/CEO's performance evaluation for the year ending 12-31-15

SPEAKERS

Staff: R. Pearson

MOTION

M/S Hughes/Olson moved to appoint Commission Allen to serve as the third member on the Commission's Ad Hoc Subcommittee charged with completing the Executive Director/CEO's performance evaluation for the year ending 12-31-15

VOTE

Ayes:	Barbara Allen	Don Olson
	Dolores Daniel	Victor Suhr
	David Hughes	Geoff Green
Nays:	None	
Abstain:	None	
Absent:	Catherine Woodford	

XII. CLOSED SESSION – None

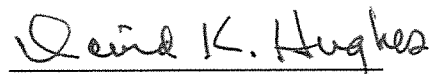
XIII. ADJOURNMENT

Meeting adjourned at 5:22 P.M. on order of Chair Green.



ROBERT PEARSON, SECRETARY

APPROVED:


DAVID K. HUGHES, CHAIR