

**MINUTES**  
**HOUSING AUTHORITY OF THE CITY OF SANTA BARBARA AND**  
**SANTA BARBARA AFFORDABLE HOUSING GROUP**  
**706 Laguna St. Santa Barbara, California**  
**4:00 p.m. – January 7, 2015**

**I. CALL TO ORDER/ROLL CALL**

*The Santa Barbara Affordable Housing Group did not meet because there were no items requiring consideration on this date.*

4:01 P.M. Chair Green presiding

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

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

**II. PUBLIC COMMENT**

Robert Burke, a member of the public, commented about landscaping at Villa Santa Fe I (SHIFCO), requesting the Housing Authority consider paying for the “prettier” plantings he desires, noting staff has addressed with him that such upgrades would be at his own cost.

Dianne Bess, a member of the public, commented that she feels the smoke alarms at Villa Santa Fe I are hazardous due to several incidents of false alarms that occur randomly and without warning (i.e the alarms announce “Fire, Fire, Fire”) and believes the alarms are faulty and need to be replaced for all residents. Staff addressed this issue by stating they have only received a few reports of false alarms, and that a bad battery does not cause the issue at hand. Staff added that SHIFCO has all new alarms that meet current code and staff does not necessarily consider the detectors to be faulty when there is a battery to replace or when there is a false alarm, but will address and return to Board with report.

**III. CONSIDERATION OF MINUTES**

Consideration of the Minutes of the Housing Authority of the City of Santa Barbara’s Regular Meeting of December 3, 2014

**MOTION**

M/S Allen/Suhr moved to approve the Minutes as amended of Housing Authority of the City of Santa Barbara’s and Santa Barbara Affordable Housing Group’s Regular Meeting of December 3, 2014

**VOTE**

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

#### IV. **BILLS AND COMMUNICATIONS**

Staff provided the Board with two items at the meeting: (1) a letter from Scholarship Foundation of Santa Barbara in appreciation for the recent gift of \$10,000 for the Housing Authority of the City of Santa Barbara Scholarship Fund; and (2) information regarding the upcoming trainings for the Santa Barbara County Vulnerability Survey 2015.

#### V. **CONSENT CALENDAR – None**

#### VI. **REPORT OF EXECUTIVE DIRECTOR**

1. Recommendation that the Commission acknowledge the selection of Jerry Morales as the Housing Authority's 2014 Employee of the Year, Angel Velasquez as the Stephen B. Logan Humanitarian of the Year and New Beginnings Counseling Center as the Community Partner award winner

##### SPEAKERS

Staff: R. Pearson

No action needed for this item.

2. Recommendation that the Commission: (1) approve and authorize the Executive Director to award and execute a contract with A. Bates G.C., Inc. in the amount of \$143,000 for parking lot modifications, carport roof replacement and window replacement at the apartment complex located at 219-231 Meigs Road; (2) authorize the Executive Director, or his designee, to approve up to \$28,600 (20% of the base amount) in additional expenses to cover any cost increases resulting from change orders for work not anticipated or covered by the contract; and (3) note that the cost of this project will be funded from annual Capital Fund Program (CFP) grant monies from HUD

##### DOCUMENTS

- December 12, 2014 Executive Director's Report prepared by Director of Property and Development

##### SPEAKERS

Staff: R. Pearson, D. Aazam

##### MOTION

M/S Olson/Woodford moved to (1) approve and authorize the Executive Director to award and execute a contract with A. Bates G.C., Inc. in the amount of \$143,000 for parking lot modifications, carport roof replacement and window replacement at the apartment complex located at 219-231 Meigs Road; (2) authorize the Executive Director, or his designee, to approve up to \$28,600 (20% of the base amount) in additional expenses to cover any cost increases resulting from change orders for work not anticipated or covered by the contract; and (3) note that the cost of this project will be funded from annual Capital Fund Program (CFP) grant monies from HUD

##### VOTE

Ayes:	Barbara Allen	Victor Suhr
	Dolores Daniel	Catherine Woodford
	David Hughes	Geoff Green

Don Olson  
Nays: None  
Abstain: None  
Absent: None

3. Recommendation that the Commission authorize up to three staff members, Commissioner Allen, and perhaps one or two additional Commissioners (depending on interest) to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2015 Legislative Conference to be held in Washington, D.C. March 14th to March 18th, 2015

#### DOCUMENTS

- December 16, 2014 Executive Director's Report

#### SPEAKERS

Staff: R. Pearson

#### MOTION

M/S Hughes/Olson moved to authorize two staff members, Commissioner Allen, and up to two additional Commissioners to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2015 Legislative Conference to be held in Washington, D.C. March 14th to March 18th, 2015

#### VOTE

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

### VII. TREASURER'S REPORT

1. Recommendation that the Commission adopt a resolution of the Housing Authority of the City of Santa Barbara setting forth costs incurred and payments made for the month of November, 2014

#### DOCUMENTS

- December 18, 2014 Executive Director's Report prepared by Finance Analyst
- Resolution referenced above together with November 2014 expenditure list

#### SPEAKERS

Staff: R. Pearson

#### MOTION

M/S Hughes/Allen moved to adopt Resolution No. 2581 of the Housing Authority of the City of Santa Barbara, as presented, setting forth costs incurred and payments made for the period of November, 2014

#### VOTE

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

**VIII. COMMITTEE REPORT - None**

**IX. UNFINISHED BUSINESS – None**

**X. NEW BUSINESS**

1. Recommendation that the Commission (1) hold a public hearing and take public comment on the Housing Authority's adoption of its proposed Agency Capital Fund Program (CFP) Annual Plan for FFY 2015 (i.e. federal fiscal year ending September 30, 2015), Five-Year CFP Plan update as required by the U.S. Department of Housing and Urban Development (HUD) and performance and evaluation reports for the 2013 and 2014 open CFP grants; and (2) adopt a resolution approving the Authority's CFP Annual Plan for FFY 2015 and the CFP 5 Year Action Plan, and authorizing their submission to HUD along with all required certifications

**DOCUMENTS**

- December 10, 2014 Executive Director's Report prepared by Director of Property and Development
- Resolution referenced above

**SPEAKERS**

Staff: R. Pearson, D. Aazam

At 4:29 P.M. Chair Green opened the public hearing. After no public comment, public hearing was closed at 4:34 P.M. on order of Chair Green.

**MOTION**

M/S Hughes/Woodford moved to adopt Resolution No. 2582 of the Housing Authority of the City of Santa Barbara, as presented, approving the Authority's CFP Annual Plan for FFY 2015 and the CFP 5 Year Action Plan, and authorizing their submission to HUD along with all required certifications

**VOTE**

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

2. Recommendation that the Commission (1) hold a public hearing and take public comment on proposed amendments to the Authority's Section 8 Administrative Plan governing the operation

of its Section 8 Housing Choice Voucher Program; and (2) adopt a resolution approving said amendments to the Administrative Plan

#### DOCUMENTS

- December 10, 2014 Executive Director's Report prepared by Director of Housing Programs
- Resolution referenced above

#### SPEAKERS

Staff: R. Pearson, V. Loza

At 4:34 P.M. Chair Green opened the public hearing. After no public comment, public hearing was closed at 4:35 P.M. on order of Chair Green.

#### MOTION

M/S Allen/Suhr moved to adopt Resolution No. 2583 of the Housing Authority of the City of Santa Barbara, as presented, approving proposed amendments to the Authority's Section 8 Administrative Plan governing the operation of its Section 8 Housing Choice Voucher Program

#### VOTE

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

3. Recommendation that the Commission (1) hold a public hearing and take public comment on staff's recommendation to adopt revisions to Chapter 16 of the Authority's Admissions and Continued Occupancy Policy for its HUD Assisted Public Housing Program (ACOP); and (2) adopt a resolution approving a revised Chapter 16 for the ACOP

#### DOCUMENTS

- December 12, 2014 Executive Director's Report prepared by Director of Housing Programs
- Resolution referenced above

#### SPEAKERS

Staff: R. Pearson, V. Loza

At 4:36 P.M. Chair Green opened the public hearing. Maggie Gold, a member of the Resident Advisory Board, commented on the Section 8 biannual inspections. Staff acknowledged her question and noted it as a cost saving measure. Note: this public comment was actually in reference to Item X.2 but comments were heard under this Item, X.3. Public hearing was closed at 4:45 P.M. on order of Chair Green.

#### MOTION

M/S Hughes/Allen moved to adopt Resolution No. 2584 of the Housing Authority of the City of Santa Barbara, as presented, approving revisions to Chapter 16 of the Authority's Admissions and Continued Occupancy Policy for its HUD Assisted Public Housing Program (ACOP)

VOTE

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

4. Recommendation that the Commission (1) hold a public hearing and take public comment on the Housing Authority's adoption of a proposed Agency Five Year Plan for Fiscal Years 2015-2019 and Annual Plan for fiscal year beginning April 1, 2015, as required by the U.S. Department of Housing and Urban Development (HUD); and (2) adopt a resolution approving said Plans and authorizing their submission to HUD along with all required certifications

DOCUMENTS

- December 17, 2014 Executive Director's Report prepared by Deputy Executive Director/CAO
- Resolution referenced above

SPEAKERS

Staff: R. Pearson, R. Fredericks

At 4:46 P.M. Chair Green opened the public hearing. Michelle Nassif, Chair of the Housing Authority Resident Council, commented she felt screen doors should be included in AMP 3 disposition funding. She noted this was a comment the Resident Council provided staff after reviewing the Annual Plan, but felt it wasn't adequately addressed. Commissioner Hughes noted the subject proposed Plan is just that – a plan not policy and therefore leaves room for further discussion in the future. Mr. Pearson added AMP 3 is not covered under this Plan (as is owned by Santa Barbara Affordable Housing Group) and recommended against doing something at one property and not another due to revenue differentials. It was noted that the Resident Council can present a policy change to the Board in future and that this issue can be dealt with on a staff level based on property not revenue, and staff will follow up on this communication. Public hearing was closed at 4:57 P.M. on order of Chair Green.

MOTION

M/S Hughes/Allen moved to adopt Resolution No. 2585 of the Housing Authority of the City of Santa Barbara, as presented, approving the Housing Authority's Agency Five Year Plan for Fiscal Years 2015-2019 and Annual Plan for fiscal year beginning April 1, 2015, as required by the U.S. Department of Housing and Urban Development (HUD) and authorizing their submission to HUD along with all required certifications

VOTE

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

**XI. COMMISSION MATTERS**

Commissioner Hughes requested staff return to the Board with regards to issues brought up by residents.

**XII. CLOSED SESSION - None**

**XIII. ADJOURNMENT**

Meeting adjourned at 4:59 P.M. on order of Chair Green.

  
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ROBERT PEARSON, SECRETARY

APPROVED:

  
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GEOFF GREEN, CHAIR