

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. – February 4, 2015

I. CALL TO ORDER/ROLL CALL

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, S. Szymanski, D. Aazam, B. Peirson, T. Carter, V. Loza, and J. Schipa

II. PUBLIC COMMENT - None

III. CONSIDERATION OF MINUTES

Consideration of the Minutes of the Housing Authority of the City of Santa Barbara's Regular Meeting of January 7, 2015

MOTION

M/S Allen/Suhr moved to approve the Minutes of Housing Authority of the City of Santa Barbara's Regular Meeting of January 7, 2015

VOTE

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

IV. BILLS AND COMMUNICATIONS

As a supplement to Item IV.1, staff provided the Board with copies of the proposed site plans for 251 S. Hope to be presented to the Planning Commission for a concept hearing on February 5, 2015.

V. CONSENT CALENDAR – None

VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission receive a report responding to public comments made at the Housing Authority Commission's January 7th, 2015 meeting

DOCUMENTS

- January 21, 2015 Executive Director's Report prepared by Deputy Executive Director/COO

SPEAKERS

Staff: R. Pearson

No action needed for this item.

2. Recommendation that the Commission (1) approve and authorize the Executive Director/CEO, or his designee, to execute 26-month contracts with the following companies for landscape maintenance services for the period of March 1, 2015 through April 30, 2017, as follows: Cicileo Landscapes, Inc. at \$196,911, Mycol Inc. Quality Landscape Care at \$343,286, Plowboy Landscapes, Inc. at \$283,140, Wilson Environmental Contracting at \$84,742; (2) that the Commission authorize that future property re-assignments to these or other vendors be allowed without Commission approval provided that the changes are effective within the term of the contracts and the Executive Director determines that the costs associated with any change are reasonable; and (3) note that the subject contracts will be funded under the Authority's budgeted accounts for the applicable programs, i.e. Public Housing, Non-HUD, Santa Barbara Affordable Housing Group (SBAHG) and Managed Properties

DOCUMENTS

- January 14, 2015 Executive Director's Report prepared by Director of Property and Development

SPEAKERS

Staff: R. Pearson, D. Aazam

Commissioner Hughes inquired how staff will deal with any difference in contract amount if the decision was made to replace one of the companies within the term of the contracts. Staff noted the contracts will be capped at the noted amounts, utilizing the allowed 10% increase if needed, and if in excess of the Executive Director's authority would return to Board for approval.

MOTION

M/S Hughes/Suhr moved to (1) approve and authorize the Executive Director/CEO, or his designee, to execute 26-month contracts with the following companies for landscape maintenance services for the period of March 1, 2015 through April 30, 2017, as follows: Cicileo Landscapes, Inc. at \$196,911, Mycol Inc. Quality Landscape Care at \$343,286, Plowboy Landscapes, Inc. at \$283,140, Wilson Environmental Contracting at \$84,742; (2) approve and authorize that future property re-assignments to these or other vendors be allowed without Commission approval provided that the changes are effective within the term of the contracts and the Executive Director determines that the costs associated with any change are reasonable; and (3) note that the subject contracts will be funded under the Authority's budgeted accounts for the applicable programs, i.e. Public Housing, Non-HUD, Santa Barbara Affordable Housing Group (SBAHG) and Managed Properties

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) approve the purchase from Bunnin Chevrolet Cadillac of two new 2015 Chevrolet Volt hybrid automobiles in the amount of \$70,768.22 (\$35,384.11 each) including tax and fees for use by the Housing Authority's Section 8 housing inspectors; and (2) note that funds for this purchase will come from Section 8 Unrestricted Net Assets

DOCUMENTS

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

SPEAKERS

Staff: R. Pearson

Commissioner Daniel inquired as to the fate of the replaced cars; staff noted they are sold at market rate and the funds are returned to the Authority.

MOTION

M/S Allen/Daniel moved to (1) approve the purchase from Bunnin Chevrolet Cadillac of two new 2015 Chevrolet Volt hybrid automobiles in the amount of \$70,768.22 (\$35,384.11 each) including tax and fees for use by the Housing Authority's Section 8 housing inspectors; and (2) note that funds for this purchase will come from Section 8 Unrestricted Net Assets

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

Chair Green ordered Item VII.3 be moved forward to this point in the meeting to accommodate the presence of Mr. Tory Millazo III, CPA, the Authority's investment manager from HighMark Capital

3. Recommendation that the Commission (1) review and order filed the quarterly Investment Report for period ending December 31, 2014; and (2) review and approve the Authority's Investment Policy for Calendar Year 2015

DOCUMENTS

- January 20, 2015 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Pearson, B. Peirson

MOTION

M/S Hughes/Woodford moved to (1) order filed the quarterly Investment Report for period ending December 31, 2014; and (2) approve the Authority's Investment Policy for Calendar Year 2015

VOTE

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

1. Recommendation that the Board review and order filed the quarterly financial statements for the quarter ended December 31, 2014

DOCUMENTS

- January 21, 2015 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Pearson, B. Peirson

MOTION

M/S Daniel/Woodford moved order filed the quarterly financial statements for the quarter ended December 31, 2014

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 review and order filed the quarterly financial statements for the quarter ended December 31, 2014

DOCUMENTS

- January 21, 2015 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Pearson, B. Peirson

MOTION

M/S Woodford/Olson moved to order filed the quarterly financial statements for the quarter ended December 31, 2014

VOTE

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

Abstain: None
Absent: Dolores Daniel

4. 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 December, 2014

DOCUMENTS

- January 28, 2015 Executive Director's Report prepared by Finance Analyst
- Resolution referenced above together with December 2014 expenditure list

SPEAKERS

Staff: R. Pearson

MOTION

M/S Allen/Suhr moved to adopt Resolution No. 2586 of the Housing Authority of the City of Santa Barbara, as presented, setting forth costs incurred and payments made for the period of December, 2014

VOTE

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

VIII. COMMITTEE REPORT - None

IX. UNFINISHED BUSINESS – None

X. NEW BUSINESS

1. Recommendation that the Commission adopt a resolution authorizing the destruction of certain records held by the Administration and Housing Management Departments

DOCUMENTS

- January 20, 2015 Executive Director's Report prepared by Human Resources Manager
- Resolution referenced above

SPEAKERS

Staff: R. Pearson

MOTION

M/S Hughes/Allen moved to adopt Resolution No. 2587 of the Housing Authority of the City of Santa Barbara, as presented, authorizing the destruction of certain records held by the Administration and Housing Management Departments

VOTE

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

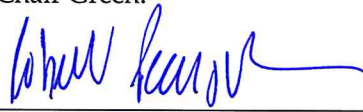
Catherine Woodford
Geoff Green

XI. COMMISSION MATTERS - None

XII. CLOSED SESSION - None

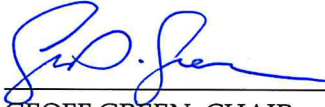
XIII. ADJOURNMENT

Meeting adjourned at 5:20 P.M. on order of Chair Green.



ROBERT PEARSON, SECRETARY

APPROVED:



GEOFF GREEN, CHAIR