

**MINUTES**  
**HOUSING AUTHORITY CITY OF SANTA BARBARA**  
**SANTA BARBARA AFFORDABLE HOUSING GROUP**  
814 Laguna St. Santa Barbara, California  
4:00 p.m. – October 2, 2013

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

4:00 P.M. Chair Johnston presiding

Board Members present: Barbara B. Allen, Don Olson, Victor Suhr, Catherine Woodford and Mary Johnston

Board Members absent: David Hughes, Geoff Green

Staff Members present: R. Pearson, V. Loza, B. Peirson, J. Schipa, T. Carter, T. Hood, H. Torres

**II. PUBLIC COMMENT - None**

**III. CONSIDERATION OF MINUTES**

1. Consideration of the Minutes of the Regular Meeting of September 4, 2013

**MOTION**

M/S Olson/Suhr moved to approve the Minutes of the Regular Meeting of September 4, 2013.

**VOTE**

Ayes:	Don Olson	Catherine Woodford
	Victor Suhr	Mary Johnston

Nays: None

Abstain: Barbara Allen

Absent: David Hughes, Geoff Green

**IV. BILLS AND COMMUNICATIONS**

**V. CONSENT CALENDAR – None**

**VI. REPORT OF EXECUTIVE DIRECTOR**

1. Recommendation that the that the Commission: (1) review Casa Esperanza's budget and recovery plan; and (2) if the budget and recovery plan is deemed satisfactory, authorize the release of the remaining \$25,000 of the \$50,000 grant to Casa Esperanza that was tentatively approved at the Housing Authority Commission's September 4, 2013 meeting

**DOCUMENTS**

- September 23, 2013 Executive Director's Report prepared by Deputy Executive Director/CAO

**SPEAKERS**

Staff: R. Pearson

Mike Foley, Director of Casa Esperanza, was present and provided an update on fundraising

and the implemented programmatic changes.

Robert Burke, a member of the public, provided comment on his experience as a resident of Casa Esperanza in the past, and expressed his support of the program.

**MOTION**

M/S Woodford/Olson moved to authorize the release of the remaining \$25,000 of the \$50,000 grant to Casa Esperanza

**VOTE**

Ayes:	Don Olson	Catherine Woodford
	Victor Suhr	Mary Johnston
Nays:	None	
Abstain:	None	
Absent:	David Hughes, Geoff Green	

Commissioner Allen recused self from voting on this item.

2. Recommendation that the Commission: (1) ratify the Executive Director's award and execution of a contract with Tomar Construction in the amount of \$59,780 for roof and fence replacement and exterior painting of 821 East Figueroa Street; (2) authorize the Executive Director, or his designee, to approve up to \$5,978 (10% of base contract 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 \$37,000 of the cost of this project is anticipated to be covered by a CDBG grant administered by the City of Santa Barbara, with the balance paid by the Non-HUD Extraordinary Maintenance Account

**DOCUMENTS**

- September 10, 2013 Executive Director's Report prepared by Director of Property and Development

**SPEAKERS**

Staff: R. Pearson

**MOTION**

M/S Olson/Allen moved to (1) ratify the Executive Director's award and execution of a contract with Tomar Construction in the amount of \$59,780 for roof and fence replacement and exterior painting of 821 East Figueroa Street; (2) authorize the Executive Director, or his designee, to approve up to \$5,978 (10% of base contract 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 \$37,000 of the cost of this project is anticipated to be covered by a CDBG grant administered by the City of Santa Barbara, with the balance paid by the Non-HUD Extraordinary Maintenance Account approve a grant to Casa Esperanza up to \$50,000, as amended under the following conditions

**VOTE**

Ayes:	Barbara Allen	Catherine Woodford
	Don Olson	Mary Johnston
	Victor Suhr	
Nays:	None	
Abstain:	None	

Absent: David Hughes, Geoff Green

3. Recommendation that the Commission select Alice Villarreal Redit, Client Services Coordinator, as the Housing Authority's representative to serve on the City's Community Development and Human Services Committee for the term ending December 31, 2016

DOCUMENTS

- September 17, 2013 Executive Director's Report prepared by Deputy Executive Director/CAO

SPEAKERS

Staff: R. Pearson

MOTION

M/S Allen/Woodford moved to approve selection of Alice Villarreal Redit, Client Services Coordinator, as the Housing Authority's representative to serve on the City's Community Development and Human Services Committee for the term ending December 31, 2016

VOTE

Ayes: Barbara Allen Catherine Woodford  
Don Olson Mary Johnston  
Victor Suhr  
Nays: None  
Abstain: None  
Absent: David Hughes, Geoff Green

4. Recommendation that the Commission approve and authorize the Executive Director/CEO to execute a two year contract with the Law Office of Cristi L. Michelon for tenant evictions and related legal services

DOCUMENTS

- September 19, 2013 Executive Director's Report prepared by Housing Management Supervisor

SPEAKERS

Staff: R. Pearson

Commissioner Olson inquired as to the number of eviction issues staff deals with on an annual basis; staff answered the average is approximately 15 evictions and several court stipulations.

MOTION

M/S Woodford/Olson moved approve and authorize the Executive Director/CEO to execute a two year contract with the Law Office of Cristi L. Michelon for tenant evictions and related legal services

VOTE

Ayes: Barbara Allen Catherine Woodford  
Don Olson Mary Johnston  
Victor Suhr  
Nays: None

Abstain: None  
Absent: David Hughes, Geoff Green

5. Recommendation that the Chair appoint an ad-hoc subcommittee of Commissioners Olson, Hughes and Allen to work with staff and Authority Counsel to negotiate an assignment of the City of Santa Barbara's (the Housing Successor Agency to the City's former Redevelopment Agency) "Exclusive Right to Repurchase" the Presidio Park Apartments, 50 unit complex located at 420 E. De La Guerra Street

#### DOCUMENTS

- September 25, 2013 Executive Director's Report

#### SPEAKERS

Staff: R. Pearson

Mark Manion, Authority Counsel, was present and confirmed for the Board that under typical real property law the contract is straightforward and clear, and gives the Housing Successor Agency the right to repurchase.

#### MOTION

M/S Woodford/Olson moved appoint an ad-hoc subcommittee of Commissioners Olson, Hughes and Allen to work with staff and Authority Counsel to negotiate an assignment of the City of Santa Barbara's (the Housing Successor Agency to the City's former Redevelopment Agency) "Exclusive Right to Repurchase" the Presidio Park Apartments, 50 unit complex located at 420 E. De La Guerra Street

#### VOTE

Ayes: Barbara Allen Catherine Woodford  
Don Olson Mary Johnston  
Victor Suhr  
Nays: None  
Abstain: None  
Absent: David Hughes, Geoff Green

#### VII. TREASURER'S REPORT

1. Recommendation that the Commission adopt a resolution setting forth costs incurred and payments made for the month of August, 2013

#### DOCUMENTS

- September 25, 2013 Executive Director's Report prepared Finance Analyst
- Resolution referenced above together with August 2013 expenditure list

#### SPEAKERS

Staff: B. Peirson

Questions about certain expenditures were answered to the satisfaction of the Board.

#### MOTION

M/S Allen/Woodford moved to adopt Resolution No. 2535 of the Housing Authority of the

City of Santa Barbara, as presented, setting forth costs incurred and payments made for the period of August 2013

**VOTE**

Ayes: Barbara Allen Catherine Woodford  
Don Olson Mary Johnston  
Victor Suhr  
Nays: None  
Abstain: None  
Absent: David Hughes, Geoff Green

**VIII. COMMITTEE REPORT - None**

**IX. UNFINISHED BUSINESS - None**

**X. NEW BUSINESS**

1. Recommendation that the Commission adopt a resolution approving amendments to the Manual of Policies and Procedures pertaining to establishing a flexible spending account plan and amendments to the Cafeteria Benefit Plan and Life Insurance Policies

**DOCUMENTS**

- September 23, 2013 Executive Director's Report prepared by Human Resources Analyst
- Resolution referenced above

**SPEAKERS**

Staff: R. Pearson, T. Carter

**MOTION**

M/S Olson/Woodford moved to adopt Resolution No. 2536 of the Housing Authority of the City of Santa Barbara, approving amendments to the Manual of Policies and Procedures pertaining to establishing a flexible spending account plan and amendments to the Cafeteria Benefit Plan and Life Insurance Policies

**VOTE**

Ayes: Barbara Allen Catherine Woodford  
Don Olson Mary Johnston  
Victor Suhr  
Nays: None  
Abstain: None  
Absent: David Hughes, Geoff Green

2. Recommendation that the Commission adopt the a resolution authorizing the destruction of records held by the Finance, Resident Services, Housing Management and Property and Development Departments

**DOCUMENTS**

- September 23, 2013 Executive Director's Report prepared by Housing Programs Analyst
- Resolution referenced above

**SPEAKERS**

Staff: R. Pearson

**MOTION**

M/S Olson/Woodford moved to adopt Resolution No. 2537 of the Housing Authority of the City of Santa Barbara, authorizing the destruction of records held by the Finance, Resident Services, Housing Management and Property and Development Departments

**VOTE**

Ayes:	Barbara Allen	Catherine Woodford
	Don Olson	Mary Johnston
	Victor Suhr	
Nays:	None	
Abstain:	None	
Absent:	David Hughes, Geoff Green	

3. Recommendation that the Commission adopt a resolution approving the Housing Authority's application to the U.S. Department of Housing and Urban Development (HUD) for disposition of the Housing Authority's remaining 316 HUD Assisted Public Housing units

**DOCUMENTS**

- September 25, 2013 Executive Director's Report prepared by Director of Property and Development
- Resolution referenced above

**SPEAKERS**

Staff: R. Pearson

Mr. Pearson confirmed that the disposition will allow the Authority to no longer be tied to HUD's COCC accounting system, and that staff will perform a real cost allocation study in the future. He further stated that the disposition will allow for Low Income Housing Tax Credit partnerships and that the subsidy will not be as high as Section 8, but despite this income will increase dramatically.

**MOTION**

M/S Woodford/Allen moved to adopt Resolution No. 2538 of the Housing Authority of the City of Santa Barbara, approving the Housing Authority's application to the U.S. Department of Housing and Urban Development (HUD) for disposition of the Housing Authority's remaining 316 HUD Assisted Public Housing units

**VOTE**

Ayes:	Barbara Allen	Catherine Woodford
	Don Olson	Mary Johnston
	Victor Suhr	
Nays:	None	
Abstain:	None	
Absent:	David Hughes, Geoff Green	

**XI. COMMISSION MATTERS - None**

**XII. CLOSED SESSION**

1. Conference with Real Property Negotiators (Government Code Section 54956.8)
2. Public Employee Contract (Government Code Section 54957 (b))

Chair Johnston ordered the closed session at 5:04 P.M. Chair Johnston reopened the meeting at 5:53 P.M. No reportable actions.

**XIII. ADJOURNMENT**

Meeting adjourned at 5:54 P.M. on order of Chair Johnston.



ROBERT G. PEARSON, SECRETARY

APPROVED:



MARY JOHNSTON, CHAIR