

**MINUTES**  
**HOUSING AUTHORITY OF THE CITY OF SANTA BARBARA**  
806 Laguna St. Santa Barbara, California  
4:00 p.m. – June 4, 2014

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

4:02 P.M. Chair Green presiding

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

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

**II. PUBLIC COMMENT**

Nancy Martin, a member of the public and resident of Villa Santa Fe I (VSF), commented about confusing new rent statements received, provided samples; staff will follow up with resident.

**III. CONSIDERATION OF MINUTES**

1. Consideration of the Minutes of the Regular Meeting of May 7, 2014

**MOTION**

M/S Allen/Woodford moved to approve the Minutes of the Regular Meeting of May 7, 2014.

**VOTE**

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

**IV. BILLS AND COMMUNICATIONS**

**V. CONSENT CALENDAR – None**

**VI. REPORT OF EXECUTIVE DIRECTOR**

1. Recommendation that the Commission receive a report responding to Villa Santa Fe (formerly SHIFCO) resident concerns brought up during public comment at the Housing Authority Commission meeting held on May 7, 2014

**DOCUMENTS**

- May 17, 2014 Executive Director's Report prepared by Director of Property and Development

**SPEAKERS**

Staff: R. Pearson, D. Aazam

Commissioner Hughes commented on report stating it is important to seek input from residents in the case of major changes/major rehabilitation, and it appears the creation of the landscape committee may have created an expectation that residents have more input than was intended. Commissioner Woodford added similar comment. Staff responded that the finalized and approved landscape plans were presented to residents for information only, and felt this message was conveyed. Mr. Pearson apologized to residents for any misconceptions or miscommunication in regards to this issue.

Dianne Bess, a member of the public and resident of VSF, commented that she appreciates the apology and noted shade is gone with removal of trees.

Holly Tatomer, a member of the public and resident of VSF, thanked the Commission and staff, and commented that the landscape plans were difficult to understand; she requested accommodation for shade lost for residents in buildings 402 – 408.

Edith Perry, a member of the public and resident of VSF, noted her concern regarding the lights not working along walkways. Staff noted this is already being addressed.

Bruce Erickson, a member of the public and resident of VSF, commented it was not a good idea to remove shade for elderly residents.

No action required.

2. Recommendation that the Commission review the May 28, 2014 letter request from certain Villa Santa Fe residents concerning the termination of complementary Wi-Fi service at the complex along with staff's letters on this matter and deny their request

#### DOCUMENTS

- May 28, 2014 Letter from residents of VSF to Housing Authority
- April 23, 2014 Letter from Housing Authority to resident of VSF
- March 27, 2014 Letter from Housing Authority to all residents of VSF

#### SPEAKERS

Staff: R. Pearson

Staff clarified for Commissioner Hughes that residents of VSF have telephone and cable hard wired in units.

Holly Tatomer, member of the public and resident of VSF, provided comment for her neighbor, Robert Burke stating he is in favor of extending the Wi-Fi service and for Housing Authority to provide an allowance for the service once terminated.

Bruce Erickson, member of the public and resident of VSF, requested more time before Wi-Fi service is terminated to look at more options, commenting that people depend on the internet. He added that residents need assistance from the Housing Authority in dealing with the internet providers such as Cox.

Commissioner Olson commented on the possibility of a service contract with Cox through the City to possibly offer low cost or free internet.

Commissioner Allen commented she feels the Housing Authority has gone above and beyond by providing this convenience while the property is in chaos, that the letter informing residents the service would be discontinued provided adequate notice, that our mission is to provide housing and she agrees with staff's recommendation.

Mr. Pearson added that a Wi-Fi enabled computer would be set up in the VSF community room accessible to all tenants before termination of service.

Staff addressed Commissioner Johnston's question as to whether other Housing Authority's provide internet service.

Commissioner Woodford commented an ideal situation would be for residents to independently form a committee to address this issue.

A member of the public who identified himself as Dr. Which, inquired why the Housing Authority would provide the service knowing it would be removed.

Chair Green noted he felt it was reasonable the service ends, and residents were given reasonable notice. He added that staff can facilitate the residents obtaining their own Wi-Fi, and negotiating with Cox. Chair Green inquired as to a cost measurement for the internet service and related costs (i.e. staff time) the Housing Authority had been providing. Staff will compile and provide to the Board.

Commissioner Hughes commented that he agrees with the notice in the current short term situation, but for long term planning staff might consider the costs of hardwiring properties due to the future's dependence on the internet.

Chair Green and the Board recommended staff assist in facilitating meetings for residents to determine their course of action regarding the property-wide Wi-Fi service.

#### MOTION

M/S Hughes/Allen moved to deny the request of Villa Santa Fe residents to cease termination of complementary Wi-Fi service at the complex

#### VOTE

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

3. Recommendation that the Commission receive an oral report by staff on water conservation measures being taken by the Housing Authority to address the current drought conditions

Dale Aazam provided the oral report to the Board. This item was presented for information only.

4. Recommendation that the Commission (1) consider a grant request in the amount of \$25,000 to C3H for their operating year of July 1, 2014 through June 30, 2015; and (2) if approved, appropriate the needed funding from Non-HUD Operating Reserves

DOCUMENTS

- May 19, 2014 Executive Director's Report prepared by Deputy Executive Director/CAO

SPEAKERS

Staff: R. Pearson

MOTION

M/S Olson/Woodford moved to approve a grant request in the amount of \$25,000 to C3H for their operating year of July 1, 2014 through June 30, 2015 and appropriate the needed funding from Non-HUD Operating Reserves

VOTE

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

5. Recommendation that the Commission (1) approve and authorize the Executive Director to award and execute a contract with Vortex Construction in the amount of \$48,394 for window replacements at 1934-1938 Elise Way; (2) authorize the Executive Director, or his designee, to approve up to \$4,839 (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) acknowledge that the cost of this project will be covered by the HUD Capital Fund Program (CFP) and/or HUD Assisted Public Housing reserves

DOCUMENTS

- May 21, 2014 Executive Director's Report prepared by Director of Property and Development

SPEAKERS

Staff: R. Pearson, D. Aazam

MOTION

M/S Allen/Johnston moved to (1) approve and authorize the Executive Director to award and execute a contract with Vortex Construction in the amount of \$48,394 for window replacements at 1934-1938 Elise Way; (2) authorize the Executive Director, or his designee, to approve up to \$4,839 (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) acknowledge that the cost of this project will be covered by the HUD Capital Fund Program (CFP) and/or HUD Assisted Public Housing reserves

VOTE

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

6. Recommendation that the Commission (1) approve and authorize the Executive Director to award and execute a contract with Tower Roofing, Inc. in the amount of \$58,109 for roof replacements at 1027 East Ortega Street; (2) authorize the Executive Director, or his designee, to approve up to \$11,622 (20% 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) acknowledge that the cost of this project will be covered by the Non-HUD Extraordinary Maintenance Account

DOCUMENTS

- May 15, 2014 Executive Director's Report prepared by Director of Property and Development

SPEAKERS

Staff: R. Pearson, D. Aazam

Staff clarified for the Board the discrepancies between submitted bids.

MOTION

M/S Johnston/Olson moved to (1) approve and authorize the Executive Director to award and execute a contract with Tower Roofing, Inc. in the amount of \$58,109 for roof replacements at 1027 East Ortega Street; (2) authorize the Executive Director, or his designee, to approve up to \$11,622 (20% 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) acknowledge that the cost of this project will be covered by the Non-HUD Extraordinary Maintenance Account

VOTE

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

7. Recommendation that the Commission select a name for the Housing Authority's proposed senior congregate care housing development at 251 S. Hope Avenue

DOCUMENTS

- May 28, 2014 Executive Director's Report prepared by Administrative and Public

Information Coordinator

SPEAKERS

Staff: R. Pearson

MOTION

M/S Allen/Olson moved to approve the name "The Gardens on Hope" for the Housing Authority's proposed senior congregate care housing development at 251 S. Hope Avenue

VOTE

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

**VII. TREASURER'S REPORT**

1. Recommendation that the Commission adopt a resolution approving revisions to Section 6.3 Fiscal Policy of the Housing Authority's Manual of Policies and Procedures

DOCUMENTS

- May 27, 2014 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: B. Peirson

MOTION

M/S Woodford/Johnston moved to adopt Resolution No. 2561, of the Housing Authority of the City of Santa Barbara, as presented, approving revisions to Section 6.3 Fiscal Policy of the Housing Authority's Manual of Policies and Procedures

VOTE

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

2. Recommendation that the Commission adopt a resolution setting forth costs incurred and payments made for the month of April, 2014

DOCUMENTS

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

**SPEAKERS**

Staff: B. Peirson

**MOTION**

M/S Allen/Suhr moved to adopt Resolution No. 2562 of the Housing Authority of the City of Santa Barbara, as presented, setting forth costs incurred and payments made for the period of April, 2014

**VOTE**

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

**VIII. COMMITTEE REPORT - None**

**IX. UNFINISHED BUSINESS – None**

**X. NEW BUSINESS**

1. Recommendation that the Board of Directors adopt a resolution commending Mary Johnston for her outstanding service and contributions to the Housing Authority and the community

**DOCUMENTS**

- Resolution referenced above

**SPEAKERS**

Staff: R. Pearson

**MOTION**

M/S Allen/Olson moved to adopt Resolution No. 2563 of the Housing Authority of the City of Santa Barbara, as presented, commending Mary Johnston for her outstanding service and contributions to the Housing Authority and the community

**VOTE**

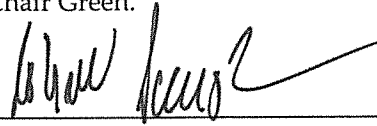
Ayes:	Barbara Allen	Victor Suhr
	Don Olson	Catherine Woodford
	David Hughes	Geoff Green
Nays:	None	
Abstain:	Mary Johnston	
Absent:	None	

**XI. COMMISSION MATTERS**

**XII. CLOSED SESSION**

**XIII. ADJOURNMENT**

Meeting adjourned at 5:32 P.M. on order of Chair Green.



ROBERT PEARSON, SECRETARY

APPROVED:



GEOFF GREEN, CHAIR