

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. – August 2, 2017

I. CALL TO ORDER/ROLL CALL

4:00 P.M. Secretary Fredericks presiding

Board Members present: Patricia Wheatley, Geoff Green, Larry Larsson, Don Olson, Victor Suhr and David Gustafson

Board Members absent: David K. Hughes

Staff Members present: R. Fredericks, S. Szymanski, D. Aazam, V. Loza, T. Carter, T. Hood, J. Schipa, Frank Quezada and J. Morales

*Secretary Fredericks moved Items XII. 1 & 2 forward to this point in the meeting.*

XII. COMMISSION MATTERS

1. Welcome to new Commissioners Pat Wheatley and Dave Gustafson.
2. Appointment of new Vice-Chair of the Housing Authority effective immediately upon appointment.

DOCUMENTS

- July 17, 2017 Executive Director's Report

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Gustafson/Green moved to appoint Commissioner Olson as new Vice Chair of the Housing Authority effective immediately.

VOTE

Ayes:	Patricia Wheatley	Victor Suhr
	Geoff Green	David Gustafson
	Lawrence Larsson	
	Don Olson	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	

*Vice Chair Olson began presiding over meeting after appointment.*

II. PUBLIC COMMENT – None

**III. CONSIDERATION OF MINUTES**

Minutes were considered under Item V. Consent Calendar.

**IV. BILLS AND COMMUNICATIONS**

Additional announcements were distributed during the meeting that included Tools for School flyer and *Independent* article.

**V. CONSENT CALENDAR**

Commissioner Gustafson confirmed with the Authority's legal counsel, present for the meeting, that there is no conflict in his voting on expenditures that include payments made to an organization for which he is a board member, Peoples Self Help Housing. Legal counsel noted that with no financial interest in People's Self Housing there is no legal prohibition.

**MOTION**

M/S Green/Wheatley moved to approve recommendations in Consent Calendar (Items No. 1, 2 and 3).

**VOTE**

Ayes:	Patricia Wheatley	Victor Suhr
	Geoff Green	David Gustafson
	Lawrence Larsson	
	Don Olson	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	,

1. Recommendation that that the HACSB Commission and SBAHG Board approve the Minutes of their June 7, 2017 Regular Meeting.
2. Recommendation that that the Commission approve costs incurred and payments made for the month of May, 2017.
3. Recommendation that that the Commission approve costs incurred and payments made for the month of June, 2017.

*Vice Chair Olson moved Item XI. Closed Session forward to this point in the meeting.*

**XI. CLOSED SESSION**

1. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9 (a))  
Name of Case (Arbitration):  
Housing Authority of the City of Santa Barbara v. 1116 De La Vina Associates, L.P.
2. Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9 (d)(4))  
Initiation of Litigation: One Potential Case

Meeting was called to Closed Session by Vice Chair Olson at 4:07 P.M. and reopened at 4:50 P.M. Nothing to report out.

**VI. REPORT OF EXECUTIVE DIRECTOR**

1. Recommendation that the Commission receive an oral report on the Low Income Housing Tax Credit applications submitted on behalf of The Gardens on Hope and Johnson Court. No action necessary. Provided for information only.

Staff provided an overview of the LIHTC applications submitted on behalf of each development, noting it is still too early to predict the outcome.

2. Recommendation that the Commission receive a report on program waitlists due to a recent purge. No action necessary. Provided for information only.

**DOCUMENTS**

- July 12, 2017 Executive Director's Report prepared by Director of Housing Programs

**SPEAKERS**

Staff: R. Fredericks, V. Loza, S. Szymanski

Staff noted that due to the Federal budget for the U.S. Department of Housing and Urban Development under funding of the Housing Choice Voucher (HCV) program for the current year and the proposed FY 2018 budget for the program, the Housing Authority expects to not re-issue turn-over vouchers under the HCV program throughout 2017 and 2018. Staff also noted that wait times will be prolonged for current applicants for the same reason. Staff added that project-based units, currently under HUD contract, are re-filled with eligible residents.

3. Recommendation that the Commission receive a report on the Housing Authority's cost/benefit experience with photovoltaic systems installed at some of our properties. No action necessary. Provided for information only.

**DOCUMENTS**

- July 6, 2017 Executive Director's Report prepared by Director of Property, Development & Administration

**SPEAKERS**

Staff: R. Fredericks, D. Aazam

4. Recommendation that the Commission ratify the two-year contract with Spherion Staffing, LLC in an amount not to exceed \$325,464 for administration of the Authority's Training Program.

**DOCUMENTS**

- July 10, 2017 Executive Director's Report prepared by Housing Programs Analyst

**SPEAKERS**

Staff: R. Fredericks, F. Quezada

**MOTION**

M/S Green/Larsson moved to ratify the two-year contract with Spherion Staffing, LLC in an amount not to exceed \$325,464 for administration of the Authority's Training Program.

**VOTE**

Ayes:	Patricia Wheatley	Victor Suhr
	Geoff Green	David Gustafson
	Lawrence Larsson	
	Don Olson	

Nays: None  
Abstain: None  
Absent: David Hughes

5. Recommendation that the Commission authorize Rob Fredericks and an additional number of Commissioners as deemed appropriate to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2017 National Conference to be held in Pittsburgh, PA, October 27 through October 29, 2017.

#### DOCUMENTS

- July 6, 2017 Executive Director's Report

#### SPEAKERS

Staff: R. Fredericks

#### MOTION

M/S Green/Gustafson moved to authorize Rob Fredericks and up to two additional Commissioners to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2017 National Conference to be held in Pittsburgh, PA, October 27 through October 29, 2017.

#### VOTE

Ayes: Patricia Wheatley                      Victor Suhr  
         Geoff Green                                David Gustafson  
         Lawrence Larsson  
         Don Olson  
Nays: None  
Abstain: None  
Absent: David Hughes

VII. TREASURER'S REPORT – None

VIII. COMMITTEE REPORT – None

IX. UNFINISHED BUSINESS – None

X. NEW BUSINESS

1. Recommendation that the Commission adopt a resolution approving amendments to the Authority's Manual of Policies and Procedures effective August 1, 2017 relative to: (1) adjusting the City comparables and salary ranges for the Operations and Modernization Coordinator, Leasing Representative and Leasing Agent positions; (2) creating a new Senior Housing Programs Analyst position; and (3) eliminating one Housing Programs Analyst position.

#### DOCUMENTS

- July 6, 2017 Executive Director's Report prepared by Human Resources Manager

#### SPEAKERS

Staff: R. Fredericks, T. Carter

#### MOTION

M/S Wheatley/Green moved to adopt Resolution No. 2667 of the Housing Authority of the City of Santa Barbara, approving amendments to the Authority's Manual of Policies and Procedures effective August 1, 2017 relative

to: (1) adjusting the City comparables and salary ranges for the Operations and Modernization Coordinator, Leasing Representative and Leasing Agent positions; (2) creating a new Senior Housing Programs Analyst position; and (3) eliminating one Housing Programs Analyst position.

VOTE

Ayes:	Patricia Wheatley	Victor Suhr
	Geoff Green	David Gustafson
	Lawrence Larsson	
	Don Olson	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	

2. Recommendation that the Commission adopt a resolution approving the implementation of a new 2017 utility allowance schedule effective September 1, 2017, for tenant paid utilities for residents of affordable rental housing at Sycamore Gardens, located at located at 211-221 Sycamore Lane that reflects the use of a newly installed photovoltaic system.

DOCUMENTS

- July 12, 2017 Executive Director's Report prepared by Leasing Agent

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Gustafson/Green moved to adopt Resolution No. 2668 of the Housing Authority of the City of Santa Barbara, approving the implementation of a new 2017 utility allowance schedule effective September 1, 2017, for tenant paid utilities for residents of affordable rental housing at Sycamore Gardens, located at located at 211-221 Sycamore Lane that reflects the use of a newly installed photovoltaic system.

VOTE

Ayes:	Patricia Wheatley	Victor Suhr
	Geoff Green	David Gustafson
	Lawrence Larsson	
	Don Olson	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	

**XI. CLOSED SESSION – Both items moved forward in meeting per order of Vice Chair Olson**

1. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9 (a))  
Name of Case (Arbitration):  
Housing Authority of the City of Santa Barbara v. 1116 De La Vina Associates, L.P.
2. Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9 (d)(4))  
Initiation of Litigation: One Potential Case

**XII. COMMISSION MATTERS – Both items moved forward in meeting per order of Secretary Fredericks**

1. Welcome to new Commissioners Pat Wheatley and Dave Gustafson.

2. Appointment of new Vice-Chair of the Housing Authority effective immediately upon appointment.

XIII. ADJOURNMENT

Meeting adjourned at 5:30 P.M. on order of Vice Chair Olson.

  
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ROB FREDERICKS, SECRETARY

APPROVED:

  
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DAVID HUGHES, CHAIR