

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. – April 1, 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, R. Fredericks, S. Szymanski, D. Aazam, B. Peirson, T. Carter, A. Villarreal Redit and J. Schipa

II. PUBLIC COMMENT

Robert Burke, a member of the public, commented about his request of the Authority to install an electric vehicle charging station. Mr. Burke stated that staff responded to his request with a reference to State law that requires the tenant to fund the cost of the installation and to acquire \$1 million insurance coverage. Mr. Burke indicated he would not do this, but he would like the Board to place this issue on a future agenda to consider having the Authority install charging stations at its properties as a matter of sustainability.

III. CONSIDERATION OF MINUTES

Consideration of the Minutes of the Housing Authority of the City of Santa Barbara and Santa Barbara Affordable Housing's Regular Meeting of March 4, 2015

MOTION

M/S Woodford/Allen moved to approve the Minutes of Housing Authority of the City of Santa Barbara's and Santa Barbara Affordable Housing Group's Regular Meeting of March 4, 2015

VOTE

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

Chair Green moved forward Items VI. 3, 4 & 5 to this point in the meeting due to the presence of several persons in attendance to speak in support of these Items.

- VI. 3.** Recommendation that the Commission: (1) consider a grant request from Transition House on behalf of the Landlord Liaison Program for source funding; and (2) if deemed appropriate, authorize a grant of up to \$35,000 from the Authority's Non-HUD Operating Reserves

DOCUMENTS

- March 17, 2015 Executive Director's Report prepared by Administrative and Public Information Coordinator

SPEAKERS

Staff: R. Pearson

Glen Bacheller from Social Venture Partners was in attendance and presented the funding request of the Landlord Liaison Program to the Board. Commissioner Daniel recused self from discussion on this Item. The Board acknowledged the Program's tie to the Authority's operations and recommended current one-time funding, but noted concern for ongoing support.

MOTION

M/S Woodford/Allen moved to approve a grant request to Transition House on behalf of the Landlord Liaison Program for source funding in the amount of \$35,000 from the Authority's Non-HUD Operating Reserves

VOTE

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

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, 2015 through June 30, 2016; and (2) if approved, appropriate the needed funding from Non-HUD Operating Reserves

DOCUMENTS

- March 19, 2015 Executive Director's Report prepared by Administrative and Public Information Coordinator

SPEAKERS

Staff: R. Pearson

Zahra Nahar-Moore and Jeff Shafer, employees of C3H, were present for the Board meeting representing C3H, and provided the Commission an overview of C3H operations. The Board acknowledged the Program's tie to the Authority's operations and recommended current one-time funding, but noted concern for ongoing support.

MOTION

M/S Hughes/Allen moved to approve a grant request to C3H for their operating year of July 1, 2015 through June 30, 2016 in the amount of \$25,000 from the Authority's Non-HUD Operating Reserves

VOTE

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

5. Recommendation that the Commission: (1) consider a grant request in the amount of \$10,000 to the City's Rental

Housing Mediation Task Force for their operating year of July 1, 2015 through June 30, 2016; and (2) if approved, appropriate the needed funding from Non-HUD Operating Reserves

DOCUMENTS

- March 17, 2015 Executive Director's Report prepared by Deputy Executive Director/COO

SPEAKERS

Staff: R. Pearson

Andrea Bifano, an employee of the City's Rental Housing Mediation Task Force, was present to advocate for the program. Sue Gray, Community Development Business Manager for the City of Santa Barbara, was also present and answered questions regarding funding for the program for the Commission. The Board acknowledged the Program's tie to the Authority's operations and recommended current one-time funding, but noted concern for ongoing support.

MOTION

M/S Hughes/Suhr moved to approve a grant request to the City's Rental Housing Mediation Task Force for their operating year of July 1, 2015 through June 30, 2016 in the amount of \$10,000 from Non-HUD Operating Reserves

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

V. CONSENT CALENDAR – None

VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission receive a report on progress toward development of new senior housing development located at 3869 State Street to be co-developed with Front Porch Development Company. This item is for information only

DOCUMENTS

- March 4, 2015 Executive Director's Report prepared by Deputy Executive Director/COO

SPEAKERS

Staff: R. Pearson, S. Szymanski

2. Recommendation that the Commission receive a report on the status of settlement to acquire real property rights for construction of a low income senior housing project at 3869 State Street. This item is for information only.

DOCUMENTS

- March 17, 2015 Executive Director's Report prepared by Deputy Executive Director/COO

SPEAKERS

Staff: R. Pearson, S. Szymanski

Note: Items VI. 3, 4 and 5 moved forward in meeting to follow Item III. "Consideration of Minutes"

6. Recommendation that the Commission receive a copy of the Authority's amended internal guidance document related to the provision of staff services and the granting of funds to community organizations. This item seeks Commission's general concurrence with this internal policy as amended

DOCUMENTS

- March 19, 2015 Executive Director's Report prepared by Administrative and Public Information Coordinator

SPEAKERS

Staff: R. Pearson

No action required.

7. Recommendation that the Commission review with staff City staff's latest position on the desired creek setback for the Authority's proposed project known as "The Gardens on Hope" at 251 S. Hope Ave. and provide direction to staff on a possible alternative site plan/design scenario—Oral Report

SPEAKERS

Staff: R. Pearson

MOTION

M/S Hughes/Suhr moved to approve the site plan/design scenario number 5 presented by staff for the Authority's proposed project known as "The Gardens on Hope" at 251 S. Hope Ave.

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 January, 2015

DOCUMENTS

- March 25, 2015 Executive Director's Report prepared by Finance Analyst
- Resolution referenced above together with January 2015 expenditure list

SPEAKERS

Staff: R. Pearson

MOTION

M/S Allen/Suhr moved to adopt Resolution No. 2592 of the Housing Authority of the City of Santa Barbara, as presented, setting forth costs incurred and payments made for the period of January, 2015

VOTE

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

2. 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 February, 2015

DOCUMENTS

- March 25, 2015 Executive Director's Report prepared by Finance Analyst
- Resolution referenced above together with February 2015 expenditure list

SPEAKERS

Staff: R. Pearson

MOTION

M/S Allen/Suhr moved to adopt Resolution No. 2593 of the Housing Authority of the City of Santa Barbara, as presented, setting forth costs incurred and payments made for the period of February, 2015

VOTE

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

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 Department

DOCUMENTS

- March 18, 2015 Executive Director's Report prepared by Administrative and Public Information Coordinator
- Resolution referenced above, List of Records for Destruction, Request for Destruction of Records

SPEAKERS

Staff: R. Pearson, R. Fredericks

It was noted by staff that a correction was made to the date on Exhibit A of the Resolution (line 2 "19985" to "1985").

MOTION

M/S Olson/Daniel moved to adopt Resolution No. 2594 of the Housing Authority of the City of Santa Barbara, as presented, authorizing the destruction of certain records held by the Administration Department

VOTE

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

2. Recommendation that the Commission adopt a resolution approving revisions to Sections 1.1 Employment Classification and Status, 2.2 Harassment Free Workplace, 2.3 Equal Employment Opportunity, 4.2 Group Health Plan, 4.15 Vacation, 4.16 Sick and Appendix D of the Housing Authority's Manual of Policies and Procedures effective July 1, 2015

DOCUMENTS

- March 19, 2015 Executive Director's Report prepared by Human Resources Manager
- Resolution referenced above

SPEAKERS

Staff: R. Pearson, T. Carter

MOTION

M/S Allen/Suhr moved to adopt Resolution No. 2595 of the Housing Authority of the City of Santa Barbara, as presented, approving revisions to Sections 1.1 Employment Classification and Status, 2.2 Harassment Free Workplace, 2.3 Equal Employment Opportunity, 4.2 Group Health Plan, 4.15 Vacation, 4.16 Sick and Appendix D of the Housing Authority's Manual of Policies and Procedures effective July 1, 2015

VOTE

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

3. Recommendation that the Commission adopt a resolution approving amendments to the Authority's Manual of Policies and Procedures relative to creating a Housing Development Specialist position effective April 1, 2015

DOCUMENTS

- March 23, 2015 Executive Director's Report prepared by Human Resources Manager
- Resolution referenced above

SPEAKERS

Staff: R. Pearson, T. Carter

MOTION

M/S Hughes/Suhr moved to adopt Resolution No. 2596 of the Housing Authority of the City of Santa Barbara, as presented, approving amendments to the Authority's Manual of Policies and Procedures relative to creating a Housing Development Specialist position effective April 1, 2015

VOTE

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

XI. COMMISSION MATTERS

Chair Green and Commissioner Allen provided a report on their attendance at the NAHRO Legislative conference held in Washington D.C. on March 15- 18, 2015. (Note: Agenda incorrectly noted dates of conference as March 22 - 25, 2015).

XII. CLOSED SESSION - None

XIII. ADJOURNMENT

Meeting adjourned at 5:52 P.M. on order of Chair Green.



ROBERT PEARSON, SECRETARY

APPROVED:


GEOFF GREEN, CHAIR