

**MINUTES  
HOUSING AUTHORITY  
CITY OF SANTA BARBARA  
814 Laguna St. Santa Barbara, California  
4:00 p.m. – March 6, 2013**

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

4:01 P.M. Chair Johnston presiding

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

Don Olson arrived at 4:06 P.M.

Board Members absent: None

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

- II. PUBLIC COMMENT** - Diane Bess, a member of the public and current resident of SHIFCO, commented that residents of SHIFCO would benefit from increased written correspondence from the Housing Authority regarding the rehabilitation. She stated that despite the Housing Authority being on-site for monthly resident meetings, residents frequently cannot attend or if they do attend, forget what was said. Ms. Bess added that in her opinion residents feel intimidated to raise issues for fear of retaliation, and confirmed for staff that there have been rumors circulating among residents that the Housing Authority ran out of money. Staff noted Ms. Bess's comments and suggested she organize a small group of SHIFCO residents, no more than 4 in addition to the SHIFCO manager, to represent and advocate for residents. She agreed and will initiate.

**III. CONSIDERATION OF MINUTES**

1. Consideration of the Minutes of the Regular Meeting of February 6, 2013

**MOTION**

M/S Allen/Green moved to approve the Minutes of the Regular Meeting of February 6, 2013.

**VOTE**

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

**IV. BILLS AND COMMUNICATIONS**

Mr. Pearson noted the closing of the Public Housing waiting list was a result of several factors including a high number of applicants on the waiting list (4756 to date) and inability to house

non-veterans for an average of 8 years. The latter is due to veterans receiving preference above most others on the waiting lists.

**V. CONSENT CALENDAR – None**

**VI. REPORT OF EXECUTIVE DIRECTOR**

1. Recommendation that the Commission receive a report on the status of the elevator repair at Vista La Cumbre, a 36-unit senior apartment complex located at 175 S. La Cumbre

**DOCUMENTS**

- February 19, 2013 Executive Director's Report prepared by Property and Development Director

**SPEAKERS**

Staff: R. Pearson, D. Aazam

Staff noted Resident Service interns have been on-site several times a week to assist the seniors with navigating the stairs.

No action required, none taken.

2. Recommendation that the Commission: 1) approve the purchase of a new 2013 Ford E-450 Crusader van in the amount of \$55,640 from Nations Bus Sales; 2) approve the trade-in of Garden Court's current 2003 van for a trade-in value of \$6,500; and 3) note that funds for this purchase will be made-up by a \$30,000 grant from Garden Court, Inc., with the balance coming from Housing Authority operating reserves

**DOCUMENTS**

- February 19, 2013 Executive Director's Report prepared by Deputy Executive Director/COO

**SPEAKERS**

Staff: R. Pearson

**MOTION**

M/S Allen/Green moved to 1) approve the purchase of a new 2013 Ford E-450 Crusader van in the amount of \$55,640 from Nations Bus Sales; 2) approve the trade-in of Garden Court's current 2003 van for a trade-in value of \$6,500; and 3) note that funds for this purchase will be made-up by a \$30,000 grant from Garden Court, Inc., with the balance coming from Housing Authority operating reserves

**VOTE**

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

3. Recommendation that the Commission: 1) ratify the Executive Director's award and execution of a contract with Tomar Construction in the amount of \$52,800 for the exterior repair/replacement of balconies and railings and exterior paint of the apartment complex at 224 West Ortega Street; 2) authorize the Executive Director, or his designee, to approve up to \$7,920 (15% 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 funds needed for the project will be expended from the Non-HUD Extra Ordinary Maintenance account, although it is anticipated that \$30,000 of the total cost will be covered by a CDBG rehab grant from the City of Santa Barbara

#### SPEAKERS

Staff: R. Pearson

Staff noted that work began prior to Board approval as funds obtained through a CBGB grant restricted the timeframe for utilization to before April 1st.

#### MOTION

M/S Green/Olson moved to 1) ratify the Executive Director's award and execution of a contract with Tomar Construction in the amount of \$52,800 for the exterior repair/replacement of balconies and railings and exterior paint of the apartment complex at 224 West Ortega Street; 2) authorize the Executive Director, or his designee, to approve up to \$7,920 (15% 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 funds needed for the project will be expended from the Non-HUD Extra Ordinary Maintenance account, although it is anticipated that \$30,000 of the total cost will be covered by a CDBG rehab grant from the City of Santa Barbara

#### VOTE

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

4. Recommendation that the Commission approve a two-year contract with Spherion Staffing and Recruiting in an amount not to exceed \$325,464 for employment and payroll services for the Housing Authority's Training Program for the period beginning April 1, 2013 and ending March 31, 2015, and authorize the Executive Director/CEO or his designee to execute same on behalf of the Authority

#### DOCUMENTS

- February 20, 2013 Executive Director's Report prepared by Resident Services Supervisor

#### SPEAKERS

Staff: R. Pearson

Commissioner Olson inquired as to the reason intern training is contracted out, to which staff

responded a combination of liability and increased job opportunities post-internship with Spherion. Staff also answered questions about the effect the proposed increase in minimum wage would have on the contract, noting hours would most likely need to be decreased to compensate.

**MOTION**

M/S Hughes/Woodford moved to approve a two-year contract with Spherion Staffing and Recruiting in an amount not to exceed \$325,464 for employment and payroll services for the Housing Authority's Training Program for the period beginning April 1, 2013 and ending March 31, 2015, and authorize the Executive Director/CEO or his designee to execute same on behalf of the Authority

**VOTE**

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

5. Recommendation that the Commission (1) approve two contracts with New Beginnings Counseling Center for the period of April 1, 2013 to March 31, 2014 for the administration of the Authority's Supportive Services Program, to include one contract in the amount of \$94,520 for the Case Management component of the program, and another contract in the amount of \$15,388 for the Counseling component of the program; and (2) authorize the Executive Director, or his designee, to execute said contracts on behalf of the Housing Authority

**DOCUMENTS**

- February 21, 2013 Executive Director's Report prepared by Client Services Coordinator

**SPEAKERS**

Staff: R. Pearson

Chair Johnston allowed Robert Burke, a member of the public, to provide a public comment statement at this time; Mr. Burke noted he supports this recommendation.

**MOTION**

M/S Allen/Green moved to (1) approve two contracts with New Beginnings Counseling Center for the period of April 1, 2013 to March 31, 2014 for the administration of the Authority's Supportive Services Program, to include one contract in the amount of \$94,520 for the Case Management component of the program, and another contract in the amount of \$15,388 for the Counseling component of the program; and (2) authorize the Executive Director, or his designee, to execute said contracts on behalf of the Housing Authority

**VII. TREASURER'S REPORT**

Note: In order to accommodate the Authority's attorneys present for the Closed Session, Agenda Items No. 3 and No. 4 presented before Item No. 2, as approved by Chair Johnston

1. Recommendation that the Commission review and order filed the quarterly financial statements for the quarter ended December 31, 2012

DOCUMENTS

- February 14, 2013 Executive Director's Report prepared by Finance Director

SPEAKERS

Staff: B. Peirson

MOTION

M/S Allen/Green moved to approve and order filed the quarterly financial statements for the quarter ended December 31, 2012

VOTE

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

2. Recommendation that the that the Commission adopt a Resolution authorizing the Executive Director to write off as uncollectible certain tenant accounts receivable totaling \$23,055.07

DOCUMENTS

- February 27, 2013 Executive Director's Report prepared by Finance Director
- Resolution referenced above together with Exhibit 1, Public Housing write-offs; Exhibit 2, Non-HUD write-offs; Exhibit 3, SHIFCO write-offs; and Exhibit 4, Property Management write-offs

SPEAKERS

Staff: B. Peirson

Commissioner Green inquired whether the amounts were typical, Mr. Peirson responded they are comparable and within the 3% HUD recommends.

MOTION

M/S Hughes/Allen moved to adopt Resolution No. 2513 of the Housing Authority of the City of Santa Barbara, as presented, authorizing the Executive Director to write off as uncollectible certain tenant accounts receivable totaling \$23,055.07

VOTE

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

Absent: None

3. Recommendation that the Commission adopt a Resolution setting forth costs incurred and payments made for the month of January, 2013

**DOCUMENTS**

- February 28, 2013 Executive Director's Report prepared by Finance Analyst
- Resolution referenced above together with January, 2013 expenditure list

**SPEAKERS**

Staff: B. Peirson

**MOTION**

M/S Woodford/Olson moved to adopt Resolution No. 2514 of the Housing Authority of the City of Santa Barbara, as presented, setting forth costs incurred and payments made for the period of January, 2013

**VOTE**

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

4. Recommendation that the Commission adopt a Resolution approving the Authority's proposed Consolidated Operating Budget for the Fiscal Year ending March 31, 2014

**DOCUMENTS**

- February 26, 2013 Executive Director's Report prepared by Finance Director
- Resolution referenced above together with proposed Consolidated Operating Budget for all Housing Authority programs for FYE 3-31-2014

**SPEAKERS**

Staff: B. Peirson

**MOTION**

M/S Green/Suhr moved to adopt Resolution No. 2512 of the Housing Authority of the City of Santa Barbara, approving the Housing Authority's proposed Consolidated Operating Budget for all programs for the Fiscal Year ending March 31, 2014.

**VOTE**

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

**CLOSED SESSION - Note: The Closed Session was moved forward on the Agenda, to this time, at the approval of Chair Johnston and the Board, to accommodate the presence of the attorneys representing the Housing Authority**

1. Recommendation: That the Commission hold a closed session to consider litigation pursuant to subsection (a) of section 54956.9 of the Government Code. The litigation is Inger Budke, William Budke, Kristiana Budke through her Guardian Ad Litem Inger Budke and Sofia Budke through her Guardian Ad Litem v. Housing Authority of the City of Santa Barbara, Robert Pearson, Skip Szymanski, Roberta Maccianti and Does 1 through 100. SBSC Case No. 1383047. Report: None anticipated

No reportable actions per legal counsel present. Closed Session began at 5:11 PM and ended at 6:09 PM

**VIII. COMMITTEE REPORT - None**

**IX. UNFINISHED BUSINESS - None**

**X. NEW BUSINESS**

1. Recommendation that the Commission adopt two Resolutions for the Villa Santa Fe Apartments Development authorizing revised final structure and documentation for the pre-development, construction period and permanent loans and authorizing the issuance of two Multifamily Housing Revenue Bonds

**DOCUMENTS**

- Resolutions referenced above

**SPEAKERS**

Staff: R. Pearson, R. Fredericks

Mark Kantor, attorney for Villa Santa Fe syndicator, and Russell Hirsch and Adam Diskin of DH&G, consultants on behalf of the Authority, were present via telephone to provide support with the Commission's questions. Staff provided an explanation of the difference between a master lease and management agreement upon questioning by Commissioner Allen. Commissioner Hughes inquired about the delayed closing of the Villa Santa Fe project, and staff explained that the timeline has become more flexible. Staff also responded to questioning about the approval of the loan subordination at the City Council's March meeting.

**MOTION**

M/S Hughes/Green moved to adopt Resolution No. 2515 of the Housing Authority of the City of Santa Barbara, authorizing revised final structure and documentation for the pre-development, construction period and permanent loans for the Villa Santa Fe Apartments Development

**VOTE**

Ayes:	Barbara Allen	Don Olson
	Geoff Green	Victor Suhr
	David Hughes	Mary Johnston
	Catherine Woodford	

Nays: None  
Abstain: None  
Absent: None

**MOTION**

M/S Hughes/Olson moved to adopt Resolution No. 2516 of the Housing Authority of the City of Santa Barbara, authorizing the issuance of two Multifamily Housing Revenue Bonds for the Villa Santa Fe Apartments Development

**VOTE**

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

**XI. COMMISSION MATTERS**

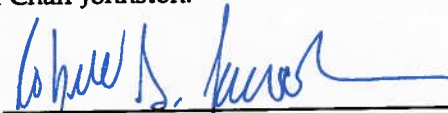
Staff noted the Public Housing disposition application was formally denied by HUD, and a letter requesting reconsideration has been sent to HUD. Mr. Pearson and Mr. Fredericks will meet with key HUD staff while in Washington DC for the NAHRO conference to discuss the merits of the application.

In response to Commissioner Allen's request for an update on the Villa Santa Fe project, staff commented that monthly meetings with the residents continue and have been very positive and interactive. Although the partnership isn't due to close until mid-March, some work has been started on current vacancies, including some critical repairs required by HUD. Commissioner Olson inquired as to any negative impacts as a result of the delays, and staff responded there are none expected, and the reason work has begun is to meet the deadline. Mr. Pearson added that staff would return to the Board at the next meeting to request an increase in the loan to the partnership to continue this pre-closing work, as well as an increase in the Housing Authority's permanent loan.

**XII. CLOSED SESSION – As noted above, the Closed Session was moved forward in the Agenda to accommodate the presence of the Authority's attorneys.**

**XIII. ADJOURNMENT**

Meeting adjourned at 6:30 p.m. on order of Chair Johnston.



ROBERT G. PEARSON, SECRETARY

APPROVED:

  
MARY JOHNSTON, CHAIR