

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. – July 6, 2016

I. CALL TO ORDER/ROLL CALL

4:01 P.M. Chair Hughes presiding

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

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

II. PUBLIC COMMENT

Robert Burke, a member of the public, provided a letter to staff prior to the meeting requesting to present his issues regarding his rent before the Board at a future meeting. Chair Hughes noted the Housing Authority has an established grievance procedure to address such issues, which Mr. Burke noted he is waiving. Mr. Pearson added that Mr. Burke presented an additional letter to staff at the meeting and that the Housing Authority cannot accommodate his request to delay review of his increase in income until September. All agreed the issue needs to be resolved outside the Commission's presence.

III. CONSIDERATION OF MINUTES

Minutes were considered under Item V. Consent Calendar.

IV. BILLS AND COMMUNICATIONS

V. CONSENT CALENDAR

MOTION

M/S Allen/Woodford moved to approve recommendations in Consent Calendar (Item Nos. 1, 2 and 3)

VOTE

Ayes:	Barbara Allen	Victor Suhr
	Lawrence Larsson	Catherine Woodford
	Don Olson	David Hughes
Nays:	None	
Abstain:	David Hughes abstained from voting on Item 2	
Absent:	Geoff Green	

1. Recommendation that the Commission approve the Minutes of the Housing Authority of the City of Santa Barbara's Adjourned Meeting of May 19, 2016.
2. Recommendation that the Commission and Board approve the Minutes of the Housing Authority of the City of Santa Barbara and Santa Barbara Affordable Housing Group's Regular Meeting of June 1, 2016.
3. Recommendation that the Commission and Board approve costs incurred and payments made for the month of

April, 2016.

VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission approve the Vehicle Use and Operation Agreement between the Housing Authority and Parson's Group, Inc. (PGI) for the 2013 Ford passenger van (Vehicle Identification Number 1FDFE4FS2DDA92976) and authorize the Housing Authority's Executive Director/CEO or his designee to execute same on behalf of the Authority.

DOCUMENTS

- June 13, 2016 Executive Director's Report prepared by Deputy Executive Director/CAO

SPEAKERS

Staff: R. Pearson, R. Fredericks

MOTION

M/S Woodford/Suhr moved to approve the Vehicle Use and Operation Agreement between the Housing Authority and Parson's Group, Inc. (PGI) for the 2013 Ford passenger van (Vehicle Identification Number 1FDFE4FS2DDA92976) and authorize the Housing Authority's Executive Director/CEO or his designee to execute same on behalf of the Authority

VOTE

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

2. Recommendation that the Commission approve and authorize the Executive Director/CEO or his designee to execute an easement acquisition and maintenance agreement and a grant of easement for access, installation and maintenance of Edison utility services over the Housing Authority's property at 309 – 327 South Voluntario Street for the benefit of a new rental housing development project at 1118 - 1122 Indio Muerto Street and to authorize the Executive Director to take all needed actions in consultation with Housing Authority's General Counsel in connection therewith.

DOCUMENTS

- June 14, 2016 Executive Director's Report prepared by Deputy Executive Director/COO

SPEAKERS

Staff: R. Pearson, S. Szymanski

MOTION

M/S Olson/Allen moved approve and authorize the Executive Director/CEO or his designee to execute an easement acquisition and maintenance agreement and a grant of easement for access, installation and maintenance of Edison utility services over the Housing Authority's property at 309 – 327 South Voluntario Street for the benefit of a new rental housing development project at 1118 - 1122 Indio Muerto Street and to authorize the Executive Director to take all needed actions in consultation with Housing Authority's General Counsel in connection therewith

VOTE

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

Joint Housing Authority Commission and Santa Barbara Affordable Housing Group Board Item:

3. Recommendation that the Housing Authority Commission and the Board of Directors of the Santa Barbara Affordable Housing Group (SBAHG) approve the purchase of four new vehicles in the total amount of \$101,098.95, as described: (1) approve the purchase from Bunnin Chevrolet of three new 2016 Chevrolet Express 2500 cargo vans in the amount of \$77,374.29 (\$25,791.43 each), including taxes and fees, for use by the Housing Authority's Property and Development Department; (2) approve the purchase from Rocket Town Dodge/Chrysler of one 2016 Dodge Grand Caravan passenger van in the amount of \$23,724.66, including taxes and fees, for use by the Housing Authority's Resident Services staff; and (3) authorize funding of two of the work vans from SBAHG, and the third work van and passenger van from the Non-HUD Fund, in accordance with the expected use of the vehicles.

DOCUMENTS

- June 21, 2016 Executive Director's Report prepared by Director of Property and Development

SPEAKERS

Staff: R. Pearson, D. Aazam

MOTION

M/S Allen/Suhr moved to approve the purchase of four new vehicles in the total amount of \$101,098.95, as described: (1) approve the purchase from Bunnin Chevrolet of three new 2016 Chevrolet Express 2500 cargo vans in the amount of \$77,374.29 (\$25,791.43 each), including taxes and fees, for use by the Housing Authority's Property and Development Department; (2) approve the purchase from Rocket Town Dodge/Chrysler of one 2016 Dodge Grand Caravan passenger van in the amount of \$23,724.66, including taxes and fees, for use by the Housing Authority's Resident Services staff; and (3) authorize funding of two of the work vans from SBAHG, and the third work van and passenger van from the Non-HUD Fund, in accordance with the expected use of the vehicles

VOTE

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

4. Recommendation that the Commission receive a follow-up report on subject(s) raised during Public Comment and/or by a Commissioner at a previous meeting. This is a running report provided for information only. Staff had no items to present as follow up at this meeting.
5. Recommendation that the Commission receive a report on potential and pending development projects. No action is necessary. This is a running report provided for information only.

DOCUMENTS

- June 10, 2016 Executive Director's Report prepared by Deputy Executive Director/COO

SPEAKERS

Staff: R. Pearson, S. Szymanski, D. Aazam

VII. TREASURER'S REPORT – None

VIII. COMMITTEE REPORT – None

IX. UNFINISHED BUSINESS – None

X. NEW BUSINESS

1. That the Commission adopt a resolution approving amendments to the Authority's Manual of Policies and Procedures effective August 1, 2016 relative to: (1) eliminating the Housing Inspector position; (2) creating one new Leasing Representative position; and (3) adjusting the City comparable and salary range for the Housing Development Specialist position.

DOCUMENTS

- June 22, 2016 Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Pearson, T. Carter

MOTION

M/S Allen/Suhr moved to adopt Resolution No. 2641 of the Housing Authority of the City of Santa Barbara, approving amendments to the Authority's Manual of Policies and Procedures effective August 1, 2016 relative to: (1) eliminating the Housing Inspector position; (2) creating one new Leasing Representative position; and (3) adjusting the City comparable and salary range for the Housing Development Specialist position

VOTE

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

XI. CLOSED SESSION

1. Public Employee Appointment (Government Code section 54957)
Title: Executive Director/CEO

Chair Hughes ordered the Closed Session at 4:55 P.M. Meeting opened at 5:35 P.M. with no reportable action.

XII. COMMISSION MATTERS

1. That the Commission consider (1) forming an Ad hoc Subcommittee of the Board; or (2) convening a special meeting at a date to be determined for the purpose of conducting interviews of potential candidates for the Housing Authority's Executive Director/CEO position.

The Board set a Special Meeting to include a Closed Session, for Friday July 8, 2016 at 8:45 A.M. for the purpose of conducting interviews of potential candidates for the Housing Authority's Executive Director/CEO position.

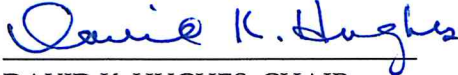
XIII. ADJOURNMENT

Meeting adjourned at 5:37 P.M. on order of Chair Hughes.



ROBERT G. PEARSON, SECRETARY

APPROVED:



DAVID K. HUGHES, CHAIR