

MINUTES
Seven Hundredth Thirtieth Meeting
HOUSING AUTHORITY
CITY OF SANTA BARBARA
814 Laguna St.
Santa Barbara, California
5:30 p.m. – June 18, 2008

I. CALL TO ORDER/ROLL CALL

5:32 P.M. Vice Chair Niehaus presiding

Board Members present: Barbara Allen, Stanley Eisele, Mary Johnston-de Leon,
Cheryl Rogers, Robert Niehaus

Board Members absent: David Hughes, Christine Silverstein

Staff Members present: R. Pearson, R. Fredericks, S. Szymanski, V. Loza, R. Maccianti,
M. Trejo, R. Lawrence, T. Carter, F. Quezada, A. Villarreal Redit, A. Hughes

II. PUBLIC COMMENT - None

III. CONSIDERATION OF MINUTES

1. Consideration of the Minutes of the Regular Meeting of May 21, 2008

MOTION

M/S Allen/Rogers moved to approve the Minutes of the Regular Meeting of May 21, 2008 as corrected, Item VI. last note to read, "...left meeting at 6:45 p.m.".

VOTE

Ayes:	Barbara Allen	Cheryl Rogers
	Stanley Eisele	Robert Niehaus
	Mary Johnston-de Leon	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Christine Silverstein	

IV. BILLS AND COMMUNICATIONS

1. Awards of 6-2-08 received from the County of Santa Barbara and the City of Santa Barbara for the Housing Authority's Youth Programs
2. Award of Excellence of 5-30-08 from the Internal Revenue Service Stakeholders Partnership, Education & Communication to the Housing Authority for its Volunteer Income Tax Assistance program (VITA)

The above items presented as information only; no action required and none taken.

V. CONSENT CALENDAR - None

VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission receive a report in response to the concerns raised by Presidio Springs Resident, Daisy Martin, at the Commission's 5-21-08 meeting – oral report

Director of Property and Development, Roberta Maccianti, reviewed for the Board the numerous times, staff has visited Ms. Martin's apartment to investigate the odors she claims to smell with no findings. Director of Housing Management, Veronica Loza, who has also visited Ms. Martin on several occasions, commented that she is in contact with Ms. Martin's family regarding her behavior. One of her two daughters will be coming this weekend to visit Ms. Martin and spend some time with her to assess the situation. The daughter made a comment to Ms. Loza, that the family has noticed a change in the last few months in Ms. Martin's behavior. Staff will continue to work with the family and assist them in their decisions as to what is best for Ms. Martin.

2. Recommendation that the Commission approve and authorize the Executive Director to enter into a contract with Crossroads Staffing, Inc. for training and employment services for the Housing Authority's Intern/Helper Program in an amount not to exceed \$310,000, for the period beginning July 1, 2008 and ending June 30, 2010

DOCUMENTS

- June 11, 2008 Executive Director's Report prepared by Resident Programs Coordinator together with contract with Crossroads Staffing, Inc.

SPEAKERS

Staff: R. Pearson

MOTION

M/S Johnston-de Leon/Rogers moved to approve and authorize the Executive Director to enter into a contract with Crossroads Staffing, Inc., for training and employment services for the Housing Authority's Intern/Helper Program in an amount not to exceed \$310,000, for the period beginning July 1, 2008 and ending June 30, 2010. It was further noted that the typos found on page 3 of the contract will be corrected.

VOTE

Ayes:	Barbara Allen	Cheryl Rogers
	Stanley Eisele	Robert Niehaus
	Mary Johnston-de Leon	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Christine Silverstein	

3. Recommendation that the Commission approve the low bid from Dell Computers, Inc. for software licensing under Microsoft's Software Assurance Program for a term of three years beginning July 1, 2008 and expiring June 30, 2011 in an amount of \$49,471.62 payable in three annual installments of \$16,490.54 and authorize the Executive Director/CEO or his designee to execute a Purchase Order with Dell Computers, Inc. for this needed licensing

DOCUMENTS

- June 9, 2008 Executive Director's Report prepared by Information Systems Technician, listing bids as follows: Dell \$49,471.62; En Pointe \$49,976.46; Insight \$53,276.90; CompuCom \$53,277.64

SPEAKERS

Staff: R. Pearson, R. Fredericks

MOTION

M/S Allen/Eisele moved to approve the low bid from Dell Computers, Inc. for software licensing under Microsoft's Software Assurance Program for a term of three years beginning July 1, 2008 and expiring June 30, 2011 in an amount of \$49,471.62 payable in three annual installments of \$16,490.54 and authorize the Executive Director/CEO or his designee to execute a Purchase Order with Dell Computers, Inc. for this needed licensing.

VOTE

Ayes:	Barbara Allen	Cheryl Rogers
	Stanley Eisele	Robert Niehaus
	Mary Johnston-de Leon	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Christine Silverstein	

4. Recommendation that the Commission receive a report on the cost of securing earthquake insurance for Housing Authority properties and provide direction to Staff as to whether or not such coverage should be secured

DOCUMENTS

- June 11, 2008 Executive Director's Report prepared by Director of Property & Development together with Exhibit A, breakdown of earthquake insurance premiums and coverage with HARRP for all Housing Authority "Owned" properties and Exhibit B, list of premium cost for coverage of Paseo Voluntario, Presidio Springs and 1831 De La Vina St. properties

SPEAKERS

Staff: R. Pearson, R. Lawrence

After much discussion and mixed feelings from the Board as to how best to proceed (whether having earthquake coverage or not for some properties) the Commission directed Staff to explore the matter further. Options such as what properties are at most risk or whether it would be in the best interest of the Authority to consider a self funded earthquake reserve, would be explored. Staff will report back to the Board in four to six months with recommendations on this subject.

VII. TREASURER'S REPORT

1. Recommendation that the Commission adopt the Resolution authorizing and approving the write-off of certain tenant account receivables for the FYE 3-31-08

DOCUMENTS

- June 10, 2008 Executive Director's Report prepared by Director of Finance together with Exhibit A, list of Tenant Account receivables and Exhibit B, Tenant Account Write-Offs by year

SPEAKERS

Staff: R. Pearson, R. Lawrence

MOTION

M/S Rogers/Johnston-de Leon moved to adopt the Resolution No. 2319 of the Housing Authority of the City of Santa Barbara, as presented, authorizing and approving the write-off of certain tenant account receivables for the FYE 3-31-08.

VOTE

Ayes:	Barbara Allen	Cheryl Rogers
	Stanley Eisele	Robert Niehaus
	Mary Johnston-de Leon	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Christine Silverstein	

2. Recommendation that the Commission adopt the Resolution setting forth costs incurred and payments made for the period ending May 2008

DOCUMENTS

- June 9, 2008 Executive Director's Report prepared by Department of Finance
- Resolution referenced above together with May 2008 list of expenditures

SPEAKERS

Staff: R. Pearson, R. Lawrence

MOTION

M/S Allen/Johnston-de Leon moved to adopt Resolution No. 2320 of the Housing Authority of the City of Santa Barbara, as presented, ratifying and approving the expenditure of Housing Authority funds by the Executive Director for necessary supplies and services rendered to the Housing Authority and paid during May 2008.

VOTE

Ayes:	Barbara Allen	Cheryl Rogers
	Stanley Eisele	Robert Niehaus
	Mary Johnston-de Leon	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Christine Silverstein	

VIII. COMMITTEE REPORT - None

IX. UNFINISHED BUSINESS - None

X. NEW BUSINESS

1. Recommendation that the Commission adopt the Resolution approving: (1) An Amended and Fully Restated Employee's Money Purchase Pension 401(a) Plan Document; (2) An Amendment to the Deferred Compensation 457(b) Plan Document; and (3) Retirement related amendments to the Housing Authority's Manual of Policies and Procedures

DOCUMENTS

- June 5, 2008 Executive Director's Report prepared by Human Resources Analyst
- Resolution referenced above together with Exhibit A, Fully Restated Employee's Money Purchase Pension 401(a) Plan Document; Exhibit B, Amendment No. 1 to the Deferred Compensation 457(b) Plan Document; and Exhibit C, amended pages 1-5 & 1-6, and 4-1 to 4-4 of the Manual of Policies and Procedures

SPEAKERS

Staff: R. Pearson, T. Carter

MOTION

M/S Eisele/Johnston-de Leon moved to adopt the Resolution No. 2321 of the Housing Authority of the City of Santa Barbara, as presented, approving (1) An Amended and Fully Restated Employee's Money Purchase Pension 401(a) Plan Document; (2) An Amendment to the Deferred Compensation 457(b) Plan Document; and (3) Retirement related amendments to the Housing Authority's Manual of Policies and Procedures.

VOTE

Ayes:	Barbara Allen	Cheryl Rogers
	Stanley Eisele	Robert Niehaus
	Mary Johnston-de Leon	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Christine Silverstein	

XI. COMMISSION MATTERS

Commissioner Johnston-de Leon wanted to be briefed on the items covered in the afternoon session of the Commission/Management retreat held on June 12th, given that she had to leave at noon. Rob Fredericks gave a summary of the discussion and the accomplishments achieved during the afternoon session.

Mr. Fredericks went on to thank the members of the Board for their attendance and input at the retreat. He commented that it sets the ground work for the development of the Authority's desired Five Year Action Plan for the period April 2009 to March 2014.

XII. ADJOURNMENT

Meeting adjourned at 6:44 p.m. on order of Vice Chair Niehaus.

ROBERT G. PEARSON, SECRETARY

APPROVED:

CHRISTINE SILVERSTEIN, CHAIR