

**MINUTES**  
**Seven Hundred Forty Eighth Meeting**  
**HOUSING AUTHORITY**  
**CITY OF SANTA BARBARA**  
**814 Laguna St., Santa Barbara, California**  
**5:30 p.m. – August 19, 2009**

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

5:31 P.M. Vice Chair Johnston-de Leon presiding

Board Members present: Stanley Eisele, Geoff Green, Cheryl Rogers, Catherine Woodford, Mary Johnston-de Leon

Board Members absent: David Hughes, Barbara B. Allen

Staff Members present: R. Pearson, R. Fredericks, S. Szymanski, R. Lawrence, R. Maccianti, M. Trejo, T. Carter, A. Hughes

**II. PUBLIC COMMENT – None**

**III. CONSIDERATION OF MINUTES**

1. Consideration of the Minutes of the Regular Meeting of August 5, 2009

**MOTION**

M/S Green/Woodford moved to approve the Minutes of the Regular Meeting of August 5, 2009 as presented.

**VOTE**

Ayes:	Stanley Eisele	Catherine Woodford
	Geoff Green	Mary Johnston-de Leon
Nays:	None	
Abstain:	Cheryl Rogers	
Absent:	David Hughes	
	Barbara Allen	

**IV. BILLS AND COMMUNICATIONS**

1. July 30, 2009 letter from the National Association of Housing and Redevelopment Officials (NAHRO) informing that the Housing Authority's "The Furniture Closet – Completing a Home" program has won a National NAHRO Agency Award of Excellence

This item was presented for information only, no action required and none taken.

**V. CONSENT CALENDAR – None**

## VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission authorize up to four staff members and an appropriate number of Commissioners to attend the NAHRO 2009 National Conference in Washington, D.C. this coming October—10/4/09 to 10/6/09

### DOCUMENTS

- August 10, 2009 Executive Director's Report

### SPEAKERS

Staff: R. Pearson

### MOTION

M/S Rogers/Eisele moved to authorize three staff members and two Commissioners to attend the NAHRO 2009 National Conference in Washington, D.C. this coming October—10/4/09 to 10/6/09.

### VOTE

Ayes:	Stanley Eisele	Catherine Woodford
	Geoff Green	Mary Johnston-de Leon
	Cheryl Rogers	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Barbara Allen	

2. Recommendation that the Commission: (1) authorize the Executive Director/CEO or his designee to execute a Contract for Architectural Engineering Services with Peikert Group Architects, LLP (PGA) in the amount of \$447,000 for the development of affordable housing at 512 Bath Street (AKA Bradley property); and (2) authorize the Executive Director/CEO or his designee to expend up to an additional 10% (\$44,700) for reimbursable expenses and/or changes to the scope of work not included in the contract

### DOCUMENTS

- July 29, 2009 Executive Director's Report prepared by Deputy Executive Director/COO

### SPEAKERS

Staff: R. Pearson, S. Szymanski

Commissioner Eisele inquired about the basis staff uses for calculating estimated construction costs for a proposed project and negotiating related architectural and engineering fees as a percentage of that estimate. Skip Szymanski explained that the construction scope and general design concept have been worked out with the Peikert Group through their preliminary design work that has been accomplished through a purchase order staff issued them for the initial phase. They were selected for the initial phase after a competitive RFP process for architectural services. The initial purchase order was for \$24,500. Mr. Szymanski went on to explain that

Housing Authority staff promotes effective design approaches with selected architects using repetitive floor plans for apartments in the proposed complex as well as attractive yet simple architectural detailing and elements that help hold down eventual construction costs. This also helps to reduce architectural and engineering (A&E) fees. Authority staff also reminds architects that as a project's size increases and is more expensive due to its larger size that we expect to pay a lower percentage of cost for architectural and engineering fees. Where construction costs get into the multi-million dollar range, Authority staff pushes for A&E fees of around 5% versus the 7% to 10% that architects typically expect on projects that are expected to cost less than \$1 million. Mr. Szymanski indicated that the subject fee (about 5% of our estimated construction cost) for the Bradley property design is consistent with recent Authority projects such as El Carrillo and Artisan Court.

#### MOTION

M/S Woodford/Rogers moved to authorize the Executive Director/CEO or his designee to execute a Contract for Architectural Engineering Services with Peikert Group Architects, LLP (PGA) in the amount of \$447,000 for the development of affordable Housing at 512 Bath Street (AKA) Bradley property and authorize to expend up to an additional 10% (\$44,700) for reimbursable expenses and/or changes to the scope of work not included in the contract.

#### VOTE

Ayes:	Stanley Eisele	Catherine Woodford
	Geoff Green	Mary Johnston-de Leon
	Cheryl Rogers	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Barbara Allen	

### VII. TREASURER'S REPORT

1. Recommendation that the Commission adopt the Resolution setting forth costs incurred and payments made for the period ending July 2009

#### DOCUMENTS

- August 12, 2009 Executive Director's Report prepared by Finance Department
- Resolution referenced above together with July 2009 list of expenditures

#### SPEAKERS

Staff: R. Pearson, R. Lawrence

#### MOTION

M/S Green/Eisele moved to adopt the Resolution No. 2364 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 July 2009.

VOTE

Ayes:	Stanley Eisele	Catherine Woodford
	Geoff Green	Mary Johnston-de Leon
	Cheryl Rogers	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Barbara Allen	

**VIII. COMMITTEE REPORT - None**

**IX. UNFINISHED BUSINESS – None**

**X. NEW BUSINESS**

1. Recommendation that the Commission adopt the Resolution approving amendment to the Authority's Manual of Policies and Procedures relative to: (1) adding an additional Resident Coordinator position for oversight of Villa La Cumbre; and (2) changing the FLSA exempt status for specifies positions

DOCUMENTS

- August 10, 2009 Executive Director's Report prepared by Human Resources Analyst
- Resolution referenced above together with Exhibit A, revised Semi-Monthly Salary Schedule for Management and Supervisors and Exhibit B, revised Semi-Monthly Salary Schedule for General Staff

SPEAKERS

Staff: R. Pearson, T. Carter

MOTION

M/S Rogers/Green moved to adopt Resolution No. 2365 of the Housing Authority of the City of Santa Barbara, as presented, approving amendment to the Authority's Manual of Policies and Procedures relative to: (1) adding an additional Resident Coordinator position for oversight of Villa La Cumbre complex and (2) changing the FLSA exempt status for specified positions.

VOTE

Ayes:	Stanley Eisele	Catherine Woodford
	Geoff Green	Mary Johnston-de Leon
	Cheryl Rogers	
Nays:	None	
Abstain:	None	
Absent:	David Hughes	
	Barbara Allen	

**X. COMMISSION MATTERS – None**

**XII. ADJOURNMENT**

Meeting adjourned at 6:03 p.m. on order of Vice Chair Johnston-de Leon.

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ROBERT G. PEARSON, SECRETARY

APPROVED:

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BARBARA B. ALLEN, CHAIR