

**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. – October 4, 2017

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

4:00 P.M. Chair Hughes presiding

Board Members present: Geoff Green, David Gustafson, Larry Larsson, Don Olson, Victor Suhr, Patricia Wheatley and David K. Hughes

Board Members absent: None

Staff Members present: R. Fredericks, S. Szymanski, D. Aazam, T. Carter, B. Peirson, V. Loza, A. Fink, T. Hood and J. Schipa

**II. PUBLIC COMMENT - None**

**III. CONSIDERATION OF MINUTES**

Minutes were considered under Item V. Consent Calendar.

**IV. BILLS AND COMMUNICATIONS**

Announcement flyers were distributed during the meeting that included an invitation for the Commissioners to a Family Self Sufficiency graduation and a news article about the Housing Authority's Earn and Learn program.

**V. CONSENT CALENDAR**

**MOTION**

M/S Green/Wheatley moved to approve recommendations in Consent Calendar (Items No. 1, 2 and 3).

**VOTE**

Ayes:	Geoff Green	Victor Suhr
	David Gustafson	Patricia Wheatley
	Lawrence Larsson	David Hughes
	Don Olson	
Nays:	None	
Abstain:	None	
Absent:	None	

1. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their September 6, 2017 Regular Meeting.
2. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their September 26, 2017 Special Meeting.
3. Recommendation that that the Commission approve costs incurred and payments made for the month of August, 2017.

## VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission receive a report on the status of the marketing efforts for Grace Village waiting list. This report is provided for information only. No action necessary.

Staff noted 13 new applications for Grace Village have been received.

2. Recommendation that the Commission receive an update on the Authority's soon-to-be implemented online rent payment system. This report is provided for information only. No action necessary.

Mr. Peirson noted staff has been conducting research to assure the proposed company, PayLease, meets industry standards. In addition, staff has reached out to other companies to compare their systems to PayLease.

3. Recommendation that the Commission receive a report on potential and pending development projects. No action is necessary. This is a periodic report provided for information only.

Staff provided a summary of lessons learned through the current construction project, Grace Village, to apply to future developments, such as The Gardens on Hope and Johnson Court. Mr. Aazam noted the primary take away is the coordination of the architect and the contractor, and that conflicting issues need to be addressed before construction begins.

## VII. TREASURER'S REPORT – None

## VIII. COMMITTEE REPORT – None

## IX. UNFINISHED BUSINESS – None

## X. NEW BUSINESS

1. Recommendation that the Commission: (1) hold a public hearing and take public comment on proposed amendments to the Housing Authority's Administrative Plan governing the operation of its Section 8 Housing Choice Voucher (HCV) program; and (2) adopt a resolution approving said amendments to the Administrative Plan.

### DOCUMENTS

- September 18, 2017 Executive Director's Report prepared by Senior Housing Programs Analyst

### SPEAKERS

Staff: R. Fredericks, A. Fink

Chair Hughes opened the meeting to the public for comment at 4:22 P.M.; after no comments, the public meeting was closed at 4:22 P.M.

Staff noted that no comments were received after presenting the amendments to the Housing Authority's Resident Council. Staff also noted that the requirements noted in Chapter 16, Program Administration, the procedures regarding the Violence Against Women's Act (VAWA) have been in effect and followed in practice since June 2017.

MOTION

M/S Green/Olson moved to adopt Resolution No. 2669, of the Housing Authority of the City of Santa Barbara, approving said amendments to the Housing Authority's Administrative Plan governing the operation of its Section 8 Housing Choice Voucher (HCV) program.

VOTE

Ayes:       Geoff Green                   Victor Suhr  
              David Gustafson           Patricia Wheatley  
              Lawrence Larsson         David Hughes  
              Don Olson  
Nays:       None  
Abstain:   None  
Absent:     None

2. Recommendation that the Commission: (1) view the 9-unit apartment complex located at 1616-1618 Castillo Street; (2) discuss with staff the merits of pursuing the acquisition of this property as an addition to the Authority's Non-HUD/locally financed housing program with the intention of serving low to moderate income households; (3) if interested in acquiring the subject property at a sales price of \$2,725,000 plus closing costs, per the general terms discussed, adopt a first resolution approving the purchase and appropriating Non-HUD unrestricted reserves to complete the purchase; (4) adopt a second resolution approving bond indebtedness in the amount of \$2,175,000 and associated other actions; and (5) determine that the acquisition of the subject property is exempt from the California Environmental Quality Act (CEQA) and that the Authority's Executive Director is directed to file a Notice of Exemption from the California Environmental Quality Act (CEQA) with the Santa Barbara County Clerk.

DOCUMENTS

- September 21, 2017 Executive Director's Report prepared by Director of Property, Development and Administration

SPEAKERS

Staff: R. Fredericks, D. Aazam

Several Board members noted concern for the current condition of the property and questioned needed renovations and monetary investment. Commissioner Gustafson noted that the appraisal reflected the net operating income to be under by \$40K and therefore inquired whether subsidy would be required for a while. Staff confirmed this and shared the observation that projected rents in the appraisal seem overly conservative. Staff replied to concerns of the Board by stating that the current owners did a good job of maintaining the property and the Authority is prepared for what comes with the property. Of the nine total units, comprised of one single family detached home and an 8-unit apartment complex, six of the eight apartments have updated interiors. Staff also noted this purchase scenario is rare and ideal due to the seller approaching the Authority with a reasonable price and their willingness to engage in a seller carryback loan, which will allow for cash to remain in reserves for other purposes.

MOTION

M/S Gustafson/Green moved to adopt Resolution No. 2670, of the Housing Authority of the City of Santa Barbara, approving the purchase of a 9-unit apartment complex located at 1616-1618 Castillo Street and appropriating Non-HUD unrestricted reserves to complete the purchase at a sales price of \$2,725,000 plus closing costs, per the general terms discussed, and that the Authority's Executive Director is directed to file a Notice of Exemption from the California Environmental Quality Act (CEQA) with the Santa Barbara County Clerk.

VOTE

Ayes:	Geoff Green	Victor Suhr
	David Gustafson	Patricia Wheatley
	Lawrence Larsson	David Hughes
	Don Olson	
Nays:	None	
Abstain:	None	
Absent:	None	

MOTION

M/S Green/Wheatley moved to adopt Resolution No. 2671, of the Housing Authority of the City of Santa Barbara, approving bond indebtedness in the amount of \$2,175,000 and associated other actions.

VOTE

Ayes:	Geoff Green	Victor Suhr
	David Gustafson	Patricia Wheatley
	Lawrence Larsson	David Hughes
	Don Olson	
Nays:	None	
Abstain:	None	
Absent:	None	

XI. CLOSED SESSION – None

XII. COMMISSION MATTERS

1. Vice Chair Olson to present regarding upcoming AIA charrette and AUD Housing Task Force meeting.

Vice Chair Olson informed the Board that in the upcoming months the Task Force will be concentrating on housing in Santa Barbara's central business district, the same focus as the charrette scheduled for October 21, 2017, which he recommends staff attend. Secretary Fredericks noted staff are scheduled to attend and will report results back to the Board.

XIII. ADJOURNMENT

Meeting adjourned at 4:59 P.M. on order of Chair Hughes.

  
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ROB FREDERICKS, SECRETARY

APPROVED:

  
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DAVID HUGHES, CHAIR