

**MINUTES
SPECIAL 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. – February 8, 2017**

I. CALL TO ORDER/ROLL CALL

4:00 P.M. Chair Hughes presiding

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

Board Members absent: None

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

II. PUBLIC COMMENT

Mr. Robert Burke, a member of the public, addressed the Board with personal reflections, stating he provided the same speech at the County Board of Supervisors' swearing in ceremony.

III. CONSIDERATION OF MINUTES

Minutes were considered under Item V. Consent Calendar.

IV. BILLS AND COMMUNICATIONS

V. CONSENT CALENDAR

MOTION

M/S Green/Allen moved to approve recommendations in Consent Calendar (Item Nos. 1 through 5)

VOTE

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

1. Recommendation that that the HACSB Commission and SBAHG Board approve the Minutes of their December 7, 2016 Regular Meeting.
2. Recommendation that that the Commission approve costs incurred and payments made for the month of October, 2016.
3. Recommendation that that the Commission approve costs incurred and payments made for the month of

November, 2016.

4. Recommendation that the SBAHG Board of Directors: (1) ratify the Executive Director's award and execution of a purchase order with CFPI Landscape and Vegetation Services Inc. in the amount of \$55,336 for landscape improvements to the Authority property located at 219-231 Meigs Road; (2) authorize the Executive Director, or his designee, to approve up to \$11,067 (20% of the base 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 the cost of this project is anticipated to be funded from SBAHG Reserves.
5. Recommendation that the Commission review and order filed the quarterly investment report for the quarter ended December 1, 2016.

VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission receive a comprehensive resource notebook prepared by staff to be used as a reference guide. For information only.
2. Recommendation that the Commission receive a presentation on the Housing Authority's Section 8 Payment Standards. For information only.

Rob Fredericks provided the Board a Section 8 Housing Choice Voucher program budget update. He noted housing authorities across the nation have been informed of a 5% federal HUD budget reduction for the 2017 funding year. He noted staff projects a \$3.46 million shortfall if current leasing levels were to be maintained, and intends to return to the Board in March to review and seek Commission concurrence with the agency's contingency plan for dealing with the funding reduction.

3. Recommendation that the Commission authorize Rob Fredericks, Commissioner Allen and Vice-Chair Woodford to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2017 Legislative Conference to be held in Arlington, VA (just outside Washington D.C.) March 26 to March 28, 2017.

DOCUMENTS

- January 17, 2017 Executive Director's Report

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Green/Olson moved to authorize Rob Fredericks, Commissioner Allen and Vice-Chair Woodford to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2017 Legislative Conference to be held in Arlington, VA (just outside Washington D.C.) March 26 to March 28, 2017

VOTE

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

4. Recommendation that the Commission ratify Chair Hughes' appointment of Commissioner Don Olson as the

Housing Authority representative to the City's new Housing Task Force formed to study issues surrounding the Average Unit Density Incentive Program and to provide recommendations to the City Council on possible changes for improvement of the program.

DOCUMENTS

- January 17, 2017 Executive Director's Report

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Allen/Woodford moved to ratify Chair Hughes' appointment of Commissioner Don Olson as the Housing Authority representative to the City's new Housing Task Force formed to study issues surrounding the Average Unit Density Incentive Program and to provide recommendations to the City Council on possible changes for improvement of the program.

VOTE

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

5. Recommendation that the Commission review and approve the Authority's amendments to internal guidance document related to the granting of funds to community organizations.

DOCUMENTS

- January 17, 2017 Executive Director's Report

SPEAKERS

Staff: R. Fredericks

Chuck Flacks, Director of C3H, was present for the meeting to provide information about the organization and its operations/budget to the Board requesting consideration for future funding as part of the Authority's budget. Board members questioned Mr. Flacks on C3H's need for changing its fiscal model and other opportunities for funding, private and public. Commissioner Allen noted the Authority is currently supporting C3H through the provision of Section 8 Vouchers. Commissioner Allen noted she will not support the inclusion of Rental Housing Mediation Program as a permanent funding recipient in the Authority's annual budget, suggesting this support come from the City of Santa Barbara, as well as any financial support of agencies at this time due to the uncertainties in federal funding. Commissioner Green noted other local organizations and programs receiving funding from the Authority and inquired how they differ from the agencies being discussed, and how to draw the line. Commissioner Green inquired about a final distribution to those agencies that have come to rely on the Authority's funding, and how this would fare as an expense for the Authority. Chair Hughes noted the proposed amended policy needed clarification in the Authority's approach to agencies returning for funding. After additional discussion amongst the Board, this item was tabled to the next meeting and staff was directed to return with an amended policy clarifying language as noted, and removing reference to Rental Housing Mediation Program as a permanent funding source as part of the Authority's budget.

MOTION

M/S Woodford/Olson moved to defer approval of the Authority's amendments to internal guidance document related to the granting of funds to community organizations until the next meeting.

VOTE

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

6. Recommendation that the Commission have a discussion with staff to review the potential of serving higher income households, up to moderate income, as a policy to address the need for affordable workforce housing in the city of Santa Barbara.

DOCUMENTS

- December 28, 2016 Executive Director's Report prepared by Deputy Executive Director/COO

SPEAKERS

Staff: R. Fredericks, S. Szymanski

MOTION

M/S Green/Woodford moved to approve staff's proposals for serving higher income households to address the need for affordable workforce housing in the city of Santa Barbara.

VOTE

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

7. 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.

DOCUMENTS

- January 18, 2017 Executive Director's Report prepared by Director of Property and Development

SPEAKERS

Staff: R. Fredericks, D. Aazam

Mr. Aazam reviewed several projects in the Authority's development pipeline. With regard to the redevelopment of the Olive and Vine Street properties, Chair Hughes requested staff investigate the possibility of acquiring the adjacent and contiguous properties so as to expand development options.

VII. TREASURER'S REPORT

1. Recommendation that the Commission review and order filed the quarterly financial statements for the quarter ended December 31, 2016.

DOCUMENTS

- November 29, 2016 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Allen/Olson moved to approve and order filed the quarterly financial statements for the quarter ended December 31, 2016.

VOTE

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

2. Recommendation that the Santa Barbara Affordable Housing Group Board review and order filed the quarterly financial statements for the Housing Authority of the City of Santa Barbara the quarter ended December 31, 2016.

DOCUMENTS

- January 30, 2017 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Green/Woodford moved to approve and order filed the quarterly financial statements for the Santa Barbara Affordable Housing Group for the quarter ended December 31, 2016.

VOTE

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

3. Recommendation that the Commission adopt a resolution approving the Authority's proposed consolidated operating budget for the fiscal year ending March 31, 2018.

DOCUMENTS

- January 30, 2017 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Allen/Green moved to approve Resolution No.2653, of the Housing Authority of the City of Santa Barbara, approving the Authority's proposed consolidated operating budget for the fiscal year ending March 31, 2018.

VOTE

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

4. Recommendation that the Santa Barbara Affordable Housing Group Board approve the proposed operating budget for the fiscal year ending March 31, 2018.

DOCUMENTS

- January 30, 2017 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Green/Larsson moved to approve the proposed operating budget for the Santa Barbara Affordable Housing Group for the fiscal year ending March 31, 2018

VOTE

Ayes:	Barbara Allen	Victor Suhr
	Geoff Green	Catherine Woodford
	Lawrence Larsson	David Hughes
	Don Olson	
Nays:	None	
Abstain:	None	
Absent:	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 an amended and fully restated Admissions and Continued Occupancy Policy for its Low Income Housing Tax Credit program; and (2) adopt a resolution approving said Policy.

DOCUMENTS

- January 20, 2017 Executive Director's Report prepared by Housing Programs Analyst

SPEAKERS

Staff: R. Fredericks, A. Fink

Chair Hughes held a public hearing, opened and closed at 6:10 P.M. with no public comment.

MOTION

M/S Woodford/Allen moved to adopt Resolution No. 2654 of the Housing Authority of the City of Santa Barbara, approving an amended and fully restated Admissions and Continued Occupancy Policy for its Low Income Housing Tax Credit program.

VOTE

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

2. Recommendation that the Commission: (1) hold a public hearing and take public comment on proposed amendments to Chapter 12 of the Authority's Admissions and Continued Occupancy Policy for its Non-HUD Housing program; and (2) adopt a resolution approving said amendments to the Policy.

DOCUMENTS

- November 14, 2016 Executive Director's Report prepared by Housing Programs Analyst

SPEAKERS

Staff: R. Fredericks, A. Fink

Chair Hughes held a public hearing, opened and closed at 6:12 P.M. with no public comment.

MOTION

M/S Allen/Woodford moved to adopt Resolution No. 2655 of the Housing Authority of the City of Santa Barbara, approving amendments to Chapter 12 of the Authority's Admissions and Continued Occupancy Policy for its Non-HUD Housing program.

VOTE

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

3. Recommendation that the Commission adopt a resolution approving amendments to the Housing Authority's Bylaws.

DOCUMENTS

- January 17, 2017 Executive Director's Report

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Green/Olson moved to adopt Resolution No. 2656 of the Housing Authority of the City of Santa Barbara, approving amendments to the Housing Authority's Bylaws.

VOTE

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

4. Recommendation that the Commission adopt a resolution adopt a resolution approving loan commitments of \$5,000,000 in seller financing and up to \$1,000,000 in potential gap financing to 251 South Hope Associates, L.P. for the development of The Gardens on Hope, a 90-unit apartment building for low income seniors.

DOCUMENTS

- January 17, 2017 Executive Director's Report prepared by Director of Property and Development

SPEAKERS

Staff: R. Pearson, D. Aazam

MOTION

M/S Olson/Suhr moved to adopt Resolution No. 2657 of the Housing Authority of the City of Santa Barbara, approving loan commitments of \$5,000,000 in seller financing and up to \$1,000,000 in potential gap financing to 251 South Hope Associates, L.P. for the development of The Gardens on Hope, a 90-unit apartment building for low income seniors.

VOTE

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

5. Recommendation that the Commission adopt a resolution authorizing the destruction of certain records held by the Finance, Housing Management, Resident Services and Administration Departments.

DOCUMENTS

- January 25, 2017 Executive Director's Report prepared by Office Assistant

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Green/Woodford moved to adopt Resolution No. 2658 of the Housing Authority of the City of Santa Barbara, authorizing the destruction of certain records held by the Finance, Housing Management, Resident Services and Administration Departments.

VOTE

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

XI. CLOSED SESSION - None

XII. COMMISSION MATTERS – None

XIII. ADJOURNMENT

Meeting adjourned at 6:24 P.M. on order of Chair Hughes.



ROB FREDERICKS, SECRETARY

APPROVED:



DAVID K. HUGHES, CHAIR