

**PUBLIC MEETING NOTICE  
REGULAR MEETING OF THE  
HOUSING AUTHORITY OF THE CITY OF SANTA BARBARA (HACSB) BOARD OF COMMISSIONERS  
AND REGULAR MEETING OF THE  
SANTA BARBARA AFFORDABLE HOUSING GROUP (SBAHG) BOARD OF DIRECTORS**

**706 Laguna St., Santa Barbara, California  
June 6, 2018—4 PM  
AGENDA**

The Secretary of the Housing Authority and Santa Barbara Affordable Housing Group has on May 31, 2018 caused to be posted this agenda in the Office of the City Clerk and on the bulletin board of the Housing Authority of the City of Santa Barbara.

**AMERICANS WITH DISABILITIES:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Housing Authority at (805) 965-1071, TTY (866) 660-4288 (En) or TTY (866) 288-1311 (Sp). Notification of at least 48 hours prior to the meeting will enable the Housing Authority to make reasonable accommodations.

Materials related to an item on this Agenda submitted to the Board of Commissioners and/or Directors after distribution of the agenda packet are available for public inspection in the Housing Authority of the City of Santa Barbara Administrative office located at 706 Laguna St. during normal business hours.

**I. Roll Call**

Green	_____	Suhr	_____
Gustafson	_____	Wheatley	_____
Hughes	_____	Olson	_____
Larsson	_____		

**II. Public Comment** – Any member of the public may address the Housing Authority Commission and SBAHG Directors for up to two minutes on any subject within the jurisdiction of the Housing Authority and/or SBAHG that is not scheduled for a public discussion before them. The total time for this item is ten minutes.

**III. Consideration of Minutes**

To be taken under Consent Calendar below.

**IV. Bills and Communications**

1. Letter of appreciation from Santa Barbara Scholarship Foundation to the Housing Authority for the \$14,000 donation.
2. Letters from Santa Barbara Scholarship Foundation announcing recipients of the Housing Authority of the City of Santa Barbara and Stephen B. Logan Memorial Endowed Scholarships for the 2018-2019 academic year.
3. KEYT News story on *Our Homes, Our Voices National Housing Week of Action* event held at Presidio Springs.
4. Edhat article on the Housing Authority's award of \$200,000 Family Self Sufficiency grant from HUD.
5. Santa Barbara Independent article on 2018 Senior Fair hosted by the Housing Authority.
6. Noozhawk article on the Housing Authority honoring New Beginnings Counseling Center.

**V. Consent Calendar** – *The following Consent Calendar items will not usually require discussion by the Commission. Items on the Consent Calendar may be approved by a single motion. Any Consent Calendar item is open for discussion and a separate vote by the Commission upon request of any Commissioner. Should a member of the public wish to comment on an item on the Consent Calendar below, please come forward to speak at the time the Commission considers the Consent Calendar.*

**1. Subject: Consideration of Minutes**

Recommendation: That the HACSB Commission and SBAHG Board approve the Minutes of their April 4, 2018 Regular Meeting.

**2. Subject: Consideration of Minutes**

Recommendation: That the HACSB Commission approve the Minutes of their April 27, 2018 Special Meeting.

**3. Subject: Investment Report for the Quarter Ended March 31, 2018**

Recommendation: That the Commission review and order filed the quarterly investment report for quarter ended March 31, 2018.

**4. Subject: Grant of Easement for Utilities at Presidio Springs**

Recommendation: That the Board of Directors approve and authorize the CEO, or his designee, to negotiate and, with the approval of General Counsel, execute a grant of easement to Southern California Gas Company for the purposes of installation, relocation, repair and inspection of gas lines at the Presidio Springs property.

**VI. Report of Executive Director**

**1. Subject: NAHRO Youth Poster Competition**

Recommendation: That the Commission recognize Housing Authority youth residents who earned the highest scores among Authority participants in NAHRO's Poster Competition, "What Home Means to Me".

**2. Subject: New Management Agreement For Garden Court On De La Vina**

Recommendation: That the Commission approve a Management Agreement between the Housing Authority and Parsons Family Management, LLC for the operation of Garden Court located at 1116 De La Vina Street for the period commencing when the Authority completes the acquisition of the property (targeted by June 30, 2018) to June 30, 2025 and authorize the Housing Authority's Executive Director/CEO to execute same on behalf of the Authority.

**3. Subject: Development Update**

Recommendation: That the Commission receive an oral report on the status of developments in planning and/or under construction.

**4. Subject: 2018 NAHRO Summer and National Conference Attendance**

Recommendation: That the Commission authorize Rob Fredericks, additional staff and interested Commissioners as deemed appropriate, to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2018 Summer Conference to be held in San Francisco, CA July 27-29 and National Conference to be held in Atlanta, GA, October 25-27, 2018.

**VII. Treasurer's Report**

**1. Subject: Approval of Housing Authority of the City of Santa Barbara Quarterly Financial Statements for the Quarter Ended March 31, 2018**

Recommendation: That the Commission review and order filed the quarterly financial statements for the quarter ended March 31, 2018.

**2. Subject: Approval of Santa Barbara Affordable Housing Group Quarterly Financial Statements for the Quarter Ended March 31, 2018**

Recommendation: That the Board review and order filed the quarterly financial statements for the quarter ended March 31, 2018.

**VIII. Committee Reports – None**

**IX. Unfinished Business – None**

**X. New Business**

**1. Subject: Personnel Related Revisions to the Manual of Policies and Procedures**

Recommendation: That the Commission adopt a resolution approving revisions to the Introductory Section and Sections 1.3 Working Hours, 1.7 Nepotism, 2.2 Harassment Free Workplace, 2.3 Equal Employment Opportunity, 2.7 Communications and Information Systems, 3.1 FLSA Payroll Workweek, Pay Periods and Pay

Days, 3.6 Cellular Phone and Wireless Data Service Allowance, 3.8 Performance and Compensation Plan-Supervisory and General Employees, 3.9 Performance and Compensation Plan-Management, 4.8 Retirement Plans, 4.11 Paid Family Leave, 4.29 Uniform and Safety Shoe Reimbursement and 6.2 Travel, Meals and Lodging Expense and Reimbursement of the Housing Authority's Manual of Policies and Procedures effective June 6, 2018.

**2. Subject: Public Hearing on Proposed Amendments to the Admissions and Continued Occupancy Policy for its Non-HUD Housing Program to accommodate Middle Income Households and Resolution Approving Said Amendments**

Recommendation: That the Commission: (1) hold a public hearing and take public comment on proposed amendments to 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.

**3. Subject: Resolutions Authorizing all Related Actions for Finalization of The Gardens on Hope Apartments Agreements**

Recommendation: That the Housing Authority Commission adopt a resolution: (1) approving the conveyance of the real property located 251 South Hope Avenue to 251 South Hope Associates, LP via a sale in the amount of \$5,000,000; (2) authorizing financing to 251 South Hope Associates, LP in the amount of \$7,750,000; (3) authorizing Housing Authority guaranties required by the equity investor and lender; and (4) authorizing needed actions relative to the financing agreements, partnership documents, purchase and sale agreement and any other agreements for the purpose of selling, constructing, operating and financing the Project.

Recommendation: That the SBAHG Board of Directors adopt a resolution: (1) authorizing SBAHG to act as developer of the project; and (2) authorizing needed actions relative to the financing agreements, partnership documents, purchase and sale agreement and any other agreements for the purpose of selling, constructing, operating and financing the Project.

**4. Subject: Resolutions Authorizing all Related Actions for Finalization of Johnson Court Agreements**

Recommendation: That the Housing Authority Commission adopt a resolution: (1) approving the conveyance of the real property located 813 East Carrillo Street to 813 East Carrillo, L.P. via a sale in the amount of \$1,000,000 (this represents that \$720,000 worth of the land is being "donated" to the project since the land has been valued at \$1,720,000); (2) authorizing Housing Authority guaranties required by the equity investor and lenders; and (3) authorizing needed actions relative to the financing agreements, partnership documents, purchase and sale agreement and any other agreements for the purpose of selling, constructing, operating and financing the Project.

Recommendation: That the SBAHG Board of Directors adopt a resolution: (1) authorizing SBAHG to act as developer of the project; and (2) authorizing needed actions relative to the financing agreements, partnership documents, purchase and sale agreement and any other agreements for the purpose of selling, constructing, operating and financing the Project.

**XI. Closed Session – None**

**XII. Commission Matters**

- 1. Report by Commissioners Gustafson and Wheatley on attendance at the National NAHRO Conference held in Washington, DC.**
- 2. Discussion of Summer Commission Meeting Schedule.**

**XIII. Adjournment**