

**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. – February 6, 2019**

I. CALL TO ORDER/ROLL CALL

4:00 P.M. Chair Wheatley presiding

Board Members present: Lucille Boss, Geoff Green, David Gustafson, David K. Hughes, Larry Larsson and Victor Suhr

Board Members absent: None

Staff Members present: R. Fredericks, S. Szymanski, D. Aazam, T. Carter, V. Loza, A. Villarreal Redit, C. Montenegro-Uhl and J. Schipa

II. PUBLIC COMMENT

III. CONSIDERATION OF MINUTES

Minutes were considered under Item V. Consent Calendar.

IV. BILLS AND COMMUNICATIONS

V. CONSENT CALENDAR

MOTION

M/S Hughes/Green moved to approve recommendations in Consent Calendar (Items 1 – 4).

VOTE

Ayes:	Lucille Boss	Lawrence Larsson
	Geoff Green	Victor Suhr
	David Gustafson	Patricia Wheatley
	David Hughes	

Nays: None

Abstain: None

Absent: None

1. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their December 5, 2018 Regular Meeting.
2. Recommendation that the HACSB Commission approve the Minutes of their December 12, 2018 Special Meeting.
3. Recommendation that the Commission approve costs incurred and payments made for the month of November 2018.
4. Recommendation that the Commission approve costs incurred and payments made for the month of December 2018.

VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission receive an introduction of a CEO, executive director, or top manager of one of our community partners. Rolf Geyling, President of Santa Barbara Rescue Mission, will be present for introduction to the Commission and discussion of Rescue Mission's programs.

Mr. Geyling provided an overview of the Rescue Mission's history, programs and recent \$11.4 million remodel. Vice Chair Gustafson inquired about who is not eligible to stay at Rescue Mission. Mr. Geyling noted the threshold is low and generally an individual is eligible if not a threat to themselves or others. Although a faith-based organization, Mr. Geyling noted there are no requirements for participation in religious activities. Commissioner Hughes inquired about Rescue Mission's need from the Housing Authority. Mr. Geyling noted no one organization can solve homelessness and wraparound, intensive services have been proven successful.

2. Recommendation that the Commission authorize Rob Fredericks, up to two additional staff members, and one or two Commissioners, to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2019 Legislative Conference to be held in Arlington, VA, (just outside Washington, D.C.) April 7 to April 9, 2019.

DOCUMENTS

- January 30, 2019 Executive Director's Report prepared by Administrative and Public Information Coordinator

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Hughes/Gustafson moved to authorize Rob Fredericks, Commissioner Boss and one additional Commissioner, to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2019 Legislative Conference to be held in Arlington, VA, April 7 to April 9, 2019.

VOTE

Ayes:	Lucille Boss	Lawrence Larsson
	Geoff Green	Victor Suhr
	David Gustafson	Patricia Wheatley
	David Hughes	

Nays: None

Abstain: None

Absent: None

3. Recommendation that the Commission receive a report on the effects of the Federal government shutdown on the Housing and Urban Development Department and the Authority's programs.

DOCUMENTS

- January 28, 2018 Executive Director's Report

SPEAKERS

Staff: R. Fredericks

Secretary Fredericks summarized the report and provided an update on the Federal government shutdown. The Board did not take action but supported the contingency plan of using reserves, with the understanding staff would return at a future meeting for specific authorization.

4. Recommendation that the Commission receive a follow up report on the Housing Authority's draft 5 year Action Plan regarding preserving and expanding the Authority's affordable housing programs through recycling family tenancies.

DOCUMENTS

- January 15, 2019 Executive Director's Report prepared by Director of Housing Programs

SPEAKERS

Staff: R. Fredericks, V. Loza

Commissioner Green inquired about staff's take on what accounted for the variation in number of recycled units between certain years. Staff responded the variation is most likely due to the sequestration of the HUD budget in prior years; Voucher holders were hesitant to move, and with the end of sequestration in 2016, there was more turnover of vouchers.

5. Recommendation that the Commission receive a report on the Section 8 Housing Choice Voucher program for calendar year 2018.

DOCUMENTS

- November 26, 2018 Executive Director's Report prepared by Director of Housing Programs

SPEAKERS

Staff: R. Fredericks, V. Loza

Staff added that in 2018, the total homeless provided housing assistance, from all programs, was 50 and 21 new landlords were added to the program. The Board and staff commended the Housing Management Department for their work in these successes.

VII. TREASURER'S REPORT – None

VIII. COMMITTEE REPORT – None

IX. UNFINISHED BUSINESS – None

X. NEW BUSINESS

1. Recommendation that the Commission: (1) adopt a resolution approving revisions to Section 6.3, Fiscal Policy, of the Housing Authority's Manual of Policies and Procedures; and (2) ratify 11 Job Orders between the dates of January 29, 2014 and December 31, 2018 which were inadvertently approved despite being larger than permitted by the existing policy.

DOCUMENTS

- January 11, 2019 Executive Director's Report prepared by Director of Property, Development and Administration

SPEAKERS

Staff: R. Fredericks, D. Aazam

Commissioner Green inquired about the proposed job order limit of \$18,000 instead of rounding up to \$20,000 to make more room for flexibility in the future. Staff responded the number allows for flexibility without being excessive. Staff and Board also discussed building in a bi-annual adjustment to account for inflation.

Commissioner Hughes inquired about the last sentence in the policy stating the Executive Director or their designee approve every work order, to which staff responded that Mr. Aazam is charged with this task. Commissioner Hughes followed up by inquiring about Board approval needed for operational matters, such as the 11 work orders noted in report. Secretary Fredericks responded staff wants to be transparent about the error that is not in accordance with the policy. The error was missed in previous audits and discovered in-house by staff. The Board suggested, and staff agreed, to increase the job order limit to \$20,000 and the sub-limit for subcontract or sub-category cost within the job order to \$10,000.

MOTION

M/S Green/Larsson moved to adopt Resolution No. 2701 of the Housing Authority of the City of Santa Barbara, approving revisions to Section 6.3, Fiscal Policy, of the Housing Authority's Manual of Policies and Procedures; and (2) ratify 11 Job Orders between the dates of January 29, 2014 and December 31, 2018 which were inadvertently approved despite being larger than permitted by the existing policy.

VOTE

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

2. Recommendation that the Commission: (1) authorize the Executive Director or his Designee to take all actions and execute all documents that may be necessary for the issuance of a loan of up to \$1,500,000 to the local non-profit organization, La Casa de la Raza, that will be secured by the real property located at 601 East Montecito Street with plans to develop a future affordable housing project; (2) adopt a resolution approving the referenced loan and related actions; (3) determine that the financing and later 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; and (4) appropriate funding for the mortgage loan from Non-HUD program reserves.

DOCUMENTS

- January 29, 2019 Executive Director's Report prepared by Director of Property, Development and Administration

SPEAKERS

Staff: R. Fredericks, D. Aazam

MOTION

M/S Green/Hughes moved to adopt Resolution No. 2702 of the Housing Authority of the City of Santa Barbara, (1) authorizing the Executive Director or his Designee to take all actions and execute all documents that may be necessary for the issuance of a loan of up to \$1,500,000 to the local non-profit organization, La Casa de la Raza, that will be secured by the real property located at 601 East Montecito Street with plans to develop a future affordable housing project; (2) approving the referenced loan and related actions; (3) determining that the financing and later 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; and (4) appropriate funding for the mortgage loan from Non-HUD program reserves.

VOTE

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

XI. CLOSED SESSION – None

XII. COMMISSION MATTERS

1. Chair Wheatley noted the subcommittee met for the Executive Director evaluation and that a closed session would take place at March's meeting in order to share results, including goals.
2. Staff provided an update on utilizing City commuter lots for affordable housing development upon the Board's request. Mr. Szymanski stated, in discussing with City staff, commuter lots could be utilized for functions other than parking if considered "governmental purpose". Staff noted affordable housing falls under "governmental purpose" and the only lot being considered for potential development is the land at Carrillo and Castillo Streets.
3. Chair Wheatley requested staff keep the Board informed about the progress of the Homeless Emergency Aid Program (HEAP) project, specifically reporting and outcomes.
4. Commissioner Hughes inquired about the warming centers for homeless in Santa Barbara. Staff responded with general information regarding the process but will return with a follow up report at the next meeting.

XIII. ADJOURNMENT

Meeting adjourned at 5:12 P.M.



ROB FREDERICKS, SECRETARY

APPROVED:



PATRICIA WHEATLEY, CHAIR

ADMINISTRATION – RESOLUTION/MINUTES SCANNING HEADER SHEET

Document #: 858
Organization: HACSB
Title/Subject: MINUTES FOR 02/06/2019
Document Type: MINUTES
Effective Date: 03/06/2019

SCANNED

MAR 13 2019

BY: CW



New Document