

**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. – May 1, 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, Lawrence Larsson and Victor Suhr

Board Members absent: None

Staff Members present: S. Szymanski, D. Aazam, B. Peirson, V. Loza, T. Hood, A. Fink, C. Montenegro-Uhl and J. Schipa

**II. PUBLIC COMMENT**

Trish Allen spoke during public comment and noted that she has applied for an upcoming opening on the Housing Authority Commission, and is present to observe.

**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 – 6).

**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 March 6, 2019 Regular Meeting.
2. Recommendation that the HACSB Commission approve the Minutes of their March 20, 2019 Special Meeting.
3. Recommendation that the Commission review and order filed the quarterly investment report for quarter ended March 31, 2019.

4. Recommendation that the Commission approve costs incurred and payments made for the month of February 2019.
5. Recommendation that the Commission approve costs incurred and payments made for the month of March 2019.
6. Recommendation that the Commission : (1) ratify the approval of a change order to the construction contract with Vortex Construction in the amount of \$103,283 for installation of four new sets of steel and concrete stairs at the apartment complex located at 100 N. La Cumbre Road; and (2) authorize the Executive Director, or his designee, to approve up to \$30,985 (30% 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.

*Item VI.4 Report of the Executive Director, moved forward to this point in the meeting at order of Chair Wheatley.*

## **VI. REPORT OF EXECUTIVE DIRECTOR**

4. Recommendation that the Commission receive a report on the status of developments in planning and/or under construction, including Carrillo Castillo lot, and update on Alamar and La Casa de La Raza.

Assistant Secretary Szymanski provided an update on the lot for sale on Alamar and the La Casa de La Raza property located at 601 E. Montecito St. The Alamar property negotiations have become inactive due to the high asking price. The Housing Authority has completed all due diligence in regards to La Casa de La Raza and recently met with Casa's lien holder and legal representation. The status of the Casa transaction is at a standstill, and the Authority is not going to close on the loan under the current circumstances.

*Item XI. Closed Session, moved forward to this point in the meeting at order of Chair Wheatley.*

## **VII. CLOSED SESSION**

1. Conference with Real Property Negotiators (Government Code section 54956.8)  
Property: 200 North La Cumbre (APN 057-240-051)  
Housing Authority Negotiators: Rob Fredericks, Skip Szymanski, Dale Fathe-Aazam  
Negotiating Parties: CNA Realty, LLC

Chair Wheatley ordered the meeting closed at 4:10 P.M. Meeting was re-opened at 4:28 P.M. Authority's counsel, Mark Manion, was present for the closed session. No reportable action taken.

## **VII. REPORT OF EXECUTIVE DIRECTOR - continued**

1. Recommendation that the Commission: (1) ratify the Executive Director's execution of a License Agreement with the Trinity Evangelical Lutheran Church of Santa Barbara as Licensee for the use of "Leased Parking" spaces in association with their operation of the Grace Food Pantry operations at Grace Village Apartments, 3869 State Street; (2) approve/ratify the Executive Director's execution of a License Agreement with AC4 Fitness, Inc. as Licensee for the use of 18 "Leased Parking" spaces closest to their retail fitness facility; and (3) provide full authority for the Executive Director, or his designee, to enter into these types of "Leased Parking" license agreements and amend existing agreements in the future at this property.

### **DOCUMENTS**

- April 24, 2019 Executive Director's Report prepared by Deputy Executive Director/COO

SPEAKERS

Staff: S. Szymanski

MOTION

M/S Gustafson/Larsson moved to (1) ratify the Executive Director's execution of a License Agreement with the Trinity Evangelical Lutheran Church of Santa Barbara as Licensee for the use of "Leased Parking" spaces in association with their operation of the Grace Food Pantry operations at Grace Village Apartments, 3869 State Street; (2) approve/ratify the Executive Director's execution of a License Agreement with AC4 Fitness, Inc. as Licensee for the use of 18 "Leased Parking" spaces closest to their retail fitness facility; and (3) provide full authority for the Executive Director, or his designee, to enter into these types of "Leased Parking" license agreements and amend existing agreements in the future at this property.

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 receive a report on the opening of the Housing Authority's Family and Senior Section 8 Project Based Voucher (PBV) waitlist.

DOCUMENTS

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

SPEAKERS

Staff: S. Szymanski, V. Loza

Staff provided an overview of the report. No action was taken.

3. Recommendation that the Commission receive an update on the Federal Fiscal Year 2019 Budget, the proposed Federal Fiscal Year 2020 Budget as they relate to programs administered by the Department of Housing and Urban Development (HUD), and information on proposed federal, state and local legislative proposals affecting housing. No action is required; this report is for information only.

DOCUMENTS

- April 24, 2019 Executive Director's Report

SPEAKERS

Staff: S. Szymanski

4. Recommendation that the Commission receive a report on the status of developments in planning and/or under construction, including Carrillo Castillo lot, and update on Alamar and La Casa de La Raza.

Mr. Aazam continued the development update. He provided photos of Johnson Court and The Gardens on Hope illustrating construction progress. The projected completion date of both developments remains the same, with Johnson Court January 31, 2020 and The Gardens on Hope December 31, 2019.

**VII. TREASURER'S REPORT**

1. Recommendation that the Commission review and order filed the quarterly financial statements for the Housing Authority of the City of Santa Barbara for the quarter ended March 31, 2019.

DOCUMENTS

- April 24, 2019 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: S. Szymanski, B. Peirson

MOTION

M/S Green/Gustafson moved to approve and order filed the quarterly financial statements for the Housing Authority of the City of Santa Barbara for the quarter ended March 31, 2019.

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 Board review and order filed the quarterly financial statements for the Santa Barbara Affordable Housing Group for the quarter ended March 31, 2019.

DOCUMENTS

- April 24, 2019 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: S. Szymanski, B. Peirson

MOTION

M/S Hughes/Green moved to approve and order filed the quarterly financial statements for the Santa Barbara Affordable Housing Group for the the quarter ended March 31, 2019.

VOTE

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

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 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**

- April 22, 2019 Executive Director's Report prepared by Senior Housing Programs Analyst

**SPEAKERS**

Staff: S. Szymanski

Chair Wheatley opened for public comment at 5:12 PM, and closed for public comment at 5:12 PM. No comments received.

**MOTION**

M/S Hughes/Green moved to adopt Resolution No. 2706 of the Housing Authority of the City of Santa Barbara, approving the proposed amendments to the Housing Authority's Administrative Plan governing the operation of its Section 8 Housing Choice Voucher (HCV) program.

**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) hold a public hearing and take public comment on proposed amendments to the Housing Authority's Admissions and Continued Occupancy Policy for its Low Income Housing Tax Credit program; and (2) adopt a resolution approving said Policy.

**DOCUMENTS**

- April 22, 2019 Executive Director's Report prepared by Senior Housing Programs Analyst

**SPEAKERS**

Staff: S. Szymanski

Chair Wheatley opened for public comment at 5:13 PM, and closed for public comment at 5:13 PM. No comments received.

**MOTION**

M/S Gustafson/Green moved to adopt Resolution No. 2707 of the Housing Authority of the City of Santa Barbara, approving the proposed amendments to the Housing Authority's Admissions and Continued Occupancy Policy for its Low Income Housing Tax Credit program.

**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 adopt a resolution authorizing the destruction of certain records held by the Finance, Housing Management, Resident Services and Property, Development & Administration Departments.

DOCUMENTS

- April 4, 2019 Executive Director’s Report prepared by Office Assistant II

SPEAKERS

Staff: S. Szymanski

MOTION

M/S Gustafson/Green moved to adopt Resolution No. 2708 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 Property, Development & Administration Departments.

VOTE

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

Nays:     None  
Abstain:  None  
Absent:   None

4. Recommendation that the Commission adopt a resolution approving the Authority’s Section 8 Management Assessment Program form HUD-52648 for submittal to HUD for FYE 3-31-2019.

DOCUMENTS

- April 8, 2019 Executive Director’s Report prepared by Senior Housing Programs Analyst

SPEAKERS

Staff: S. Szymanski, A. Fink

Ms. Fink noted that SEMAP acts as HUD’s “report card” for Housing Authorities, and staff anticipates being a “high performer” as in previous years.

MOTION

M/S Gustafson/Green moved to adopt Resolution No. 2709 of the Housing Authority of the City of Santa Barbara, approving the Authority’s Section 8 Management Assessment Program form HUD-52648 for submittal to HUD for FYE 3-31-2019.

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** – *Moved forward in meeting*

**1. Conference with Real Property Negotiators (Government Code section 54956.8)**

Property: 200 North La Cumbre (APN 057-240-051)

Housing Authority Negotiators: Rob Fredericks, Skip Szymanski, Dale Fathe-Aazam

Negotiating Parties: CNA Realty, LLC

**XII. COMMISSION MATTERS**

1. Report by Commissioners Green and Boss regarding attendance at NAHRO National Legislative Conference in Washington D.C. in April 2019.

Commissioner Boss reported on the mentor program, NAHRO's "advocacy" application, and meetings with elected officials and their staff, specifically, Senators Feinstein and Carbajal. Commissioner Green reported on the gap between the Administration's budget and reality. Also noted was the prevalence of the Rental Assistance Demonstration (RAD) program and the importance of effective engagement with elected officials.

2. Assistant Secretary Szymanski informed the Board of upcoming events: First Thursday at Garden Court featuring a resident art show on May 2, 2019, and the Housing Authority's Senior Fair at Garden Court on May 23, 2019.

**XIII. ADJOURNMENT**

Meeting adjourned at 5:25 P.M.

  
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ROB FREDERICKS, SECRETARY

APPROVED:

  
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PATRICIA WHEATLEY, CHAIR