

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. – June 5, 2019

I. CALL TO ORDER/ROLL CALL

4:01 P.M. Chair Wheatley presiding

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

Board Members absent: Victor Suhr

Staff Members present: R. Fredericks, S. Szymanski, D. Aazam, B. Peirson, V. Loza, C. Montenegro-Uhl, D. Ward, A. Gonzales 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 – 3).

VOTE

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

1. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their May 1, 2019 Regular Meeting.
2. Recommendation that the Commission approve costs incurred and payments made for the month of April 2019.
3. Recommendation that the Commission approve an \$80,549.28 transfer from the Authority's local, Non-HUD Fund to the Shelter Plus Care (SPC) Fund to offset a deficit in the SPC Fund as of the fiscal year ended March 31, 2019.

VI. REPORT OF EXECUTIVE DIRECTOR

1. 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. Recommendation that the Commission: (1) approve an amendment with Family Service Agency for the period of August 1, 2019 to July 31, 2020 in the amount of \$287,382 for the Supportive Services Program; (2) waive the Housing Authority's procurement procedure for selection of services; and (3) authorize the Executive Director, or his designee, to execute said amendment on behalf of the Housing Authority.

DOCUMENTS

- May 14, 2019 Executive Director's Report prepared by Resident Services Supervisor

SPEAKERS

Staff: R. Fredericks, V. Loza

Commissioner Hughes inquired about supportive services at The Gardens on Hope once completed; staff responded that this is built into the noted budget.

MOTION

M/S Green/Gustafson moved to (1) approve an amendment with Family Service Agency for the period of August 1, 2019 to July 31, 2020 in the amount of \$287,382 for the Supportive Services Program; (2) waive the Housing Authority's procurement procedure for selection of services; and (3) authorize the Executive Director, or his designee, to execute said amendment on behalf of the Housing Authority.

VOTE

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

3. Recommendation that the Commission: (1) approve a contract with Spherion Recruiting and Staffing for the period of August 1, 2019 to July 31, 2021 in an amount not to exceed \$130,800 for the administration of the Authority's Training Program; (2) waive the Housing Authority's procurement procedure for selection of services in this instance; and (3) authorize the Executive Director/CEO, or his designee, to execute said contract on behalf of the Housing Authority.

DOCUMENTS

- May 9, 2019 Executive Director's Report prepared by Housing Programs Analyst

SPEAKERS

Staff: R. Fredericks

Secretary Fredericks noted there is updating and corrections needed to the indemnity clauses and staff is recommending the Board approve the contract with the knowledge that these changes will be made in consultation with counsel.

Member of the public, Anna Marie Gott, was present and commented there are employment opportunities for high paying jobs, even without a college degree, and this type of training would be beneficial.

MOTION

M/S Hughes/Green moved to (1) approve a contract with Spherion Recruiting and Staffing for the period of August 1, 2019 to July 31, 2021 in an amount not to exceed \$130,800 for the administration of the Authority's Training Program; (2) waive the Housing Authority's procurement procedure for selection of services in this instance; and (3) authorize the Executive Director/CEO, or his designee, to execute said contract on behalf of the Housing Authority.

VOTE

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

4. Recommendation that the Commission: (1) approve a contract with Nan McKay & Associates, Inc. for the period of July 1, 2019 to June 30, 2020 in an amount not to exceed \$80,000 for inspection services of the Authority's Housing Choice Voucher Program; and (2) authorize the Executive Director/CEO, or his designee, to execute said contract on behalf of the Housing Authority.

DOCUMENTS

- May 14, 2019 Executive Director's Report prepared by Leasing Agent

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Green/Hughes moved to (1) approve a contract with Nan McKay & Associates, Inc. for the period of July 1, 2019 to June 30, 2020 in an amount not to exceed \$80,000 for inspection services of the Authority's Housing Choice Voucher Program; and (2) authorize the Executive Director/CEO, or his designee, to execute said contract on behalf of the Housing Authority.

VOTE

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

5. Recommendation that the Commission receive a report on the status of developments in planning and/or under construction.

Mr. Aazam provided the development update. The Gardens on Hope is in the process of 3rd floor framing, HVAC and sprinkler system installation, street improvements, and is 30% funded. He noted staff will schedule a hardhat tour and time capsule ceremony in late fall. Commissioner Green inquired whether staff had heard from City Creeks Division, and staff replied nothing has been communicated. Johnson Court is 23% funded. The projected completion date of both developments remains the same, with Johnson Court January 31, 2020 and The Gardens on Hope December 31, 2019. Mr. Aazam reported there is no new news in regards to La Casa

de La Raza, and staff have not heard from them in a few weeks. At their meeting on May 7, City Council approved their staff to go forward with discussions with Housing Authority on developing affordable housing at the Carrillo/Castillo parking lot. Staff met with City representatives on May 30 where different housing types and scenarios were discussed, including housing the missing middle despite the funding gap. Anna Marie Gott, a member of the public, commented about the possibility of cooperatives to solve the missing middle funding gap.

6. Recommendation that the Commission: (1) approve the replacement of two servers and two storage arrays; (2) authorize the Executive Director or his designee to execute a purchase order with Hewlett Packard Enterprise in the amount of \$98,339.02, and authorize an additional allowance in a not-to-exceed amount of \$10,000 for any unforeseen upgrade requirements; and (3) appropriate funds as budgeted for this purchase by allocating the cost between the Housing Authority's three largest cost centers: Non-HUD, Santa Barbara Affordable Housing Group and Section 8 Administrative Fee reserves.

DOCUMENTS

- May 22, 2019 Executive Director's Report prepared by IT Systems Analyst

SPEAKERS

Staff: R. Fredericks, A. Gonzales, D. Ward

Commissioner Hughes inquired as to the length of time it takes to transfer data to the new server. Staff responded it could take a matter of days.

MOTION

M/S Larsson/Hughes moved to (1) approve the replacement of two servers and two storage arrays; (2) authorize the Executive Director or his designee to execute a purchase order with Hewlett Packard Enterprise in the amount of \$98,339.02, and authorize an additional allowance in a not-to-exceed amount of \$10,000 for any unforeseen upgrade requirements; and (3) appropriate funds as budgeted for this purchase by allocating the cost between the Housing Authority's three largest cost centers: Non-HUD, Santa Barbara Affordable Housing Group and Section 8 Administrative Fee reserves.

VOTE

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

7. Recommendation that the Commission authorize a number of Commissioners and staff as deemed appropriate, to attend the National Association of Housing and Redevelopment Officials (NAHRO) 2019 Summer Conference to be held in Boston, MA July 11-13 and National Conference to be held in San Antonio, TX, October 10-12, 2019.

DOCUMENTS

- May 28, 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, Chair Wheatley, Commissioner Boss and one additional Commission to be determined, to attend the National Association of Housing and Redevelopment Officials (NAHRO) National Conference to be held in San Antonio, TX, October 10-12, 2019 and Commissioner Boss to attend the 2019 Summer Conference to be held in Boston, MA July 11-13.

VOTE

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

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 the purchase of the office/medical park located at 200-220 North La Cumbre Road for a sales price of \$4,250,000 plus closing costs; (2) appropriate unrestricted Non-HUD reserves to complete the purchase; and (3) 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

- May 22, 2019 Executive Director's Report prepared by Director of Property, Development and Administration

SPEAKERS

Staff: R. Fredericks, S. Szymanski, D. Aazam

Anna Marie Gott, a member of the public, commented that the Housing Authority should obtain feedback from the public before the purchase of the property. Further comments included her issue with CEQA is regarding the development of the property, not the purchase; her concern there will be parking issues due to the increased density, especially with the proposal to build 550 homes at the site of Sears in La Cumbre Plaza; the Housing Authority needs to involve the public and maintain complete transparency, further commenting that the community was left out the the discussion for the new Target store in the neighborhood; currently there are no residential units at this site and with proposed development there will be 27 units/acre; and questioned how is the public going to make sure the Housing Authority doesn't build 80 units with little parking.

Commissioner Hughes inquired of staff about the CEQA procedure and if it was routine, to which staff replied acquiring CEQA in this case is well within the Housing Authority's normal procedure. Mr. Szymanski noted that the Housing Authority purchases property based on its potential, price, location and other factors relating to affordable housing, and has always tried to work with the community to benefit all. Secretary Fredericks added the Housing Authority believes that community input is important.

MOTION

M/S Gustafson/Larsson moved to adopt Resolution No. 2710 of the Housing Authority of the City of Santa Barbara (1) to approve the purchase of the office/medical park located at 200-220 North La Cumbre Road for a sales price of \$4,250,000 plus closing costs; (2) to appropriate unrestricted Non-HUD reserves to complete the purchase; and (3) to 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.

VOTE

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

2. Recommendation that the Commission adopt a resolution approving: (1) a revised Employees Money Purchase Pension Plan of the Housing Authority of the City of Santa Barbara Loan Policy; (2) a revised Housing Authority of the City of Santa Barbara 457b Deferred Compensation Plan Loan Policy; and (3) the granting of authority to the Executive Director to execute any additional documents necessary to amend the Housing Authority's loan program.

DOCUMENTS

- May 22, 2019 Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks, S. Szymanski

Commissioner Hughes requested clarification from staff on changes in the Plans in the last few years and whether the same concerns are present. Staff noted the impetus for the current change are requests from employees who want to purchase a home, but have low funds in their 457b Plan. Staff confirmed that this revision would allow employees to borrow from the Pension Plan for home purchase only; and the Policy has not changed in regards to allowing only one loan at a time. Staff also confirmed for Commissioner Hughes that employees are educated about the loans.

MOTION

M/S Green/Gustafson moved to adopt Resolution No. 2711 of the Housing Authority of the City of Santa Barbara, approving (1) a revised Employees Money Purchase Pension Plan of the Housing Authority of the City of Santa Barbara Loan Policy; (2) a revised Housing Authority of the City of Santa Barbara 457b Deferred Compensation Plan Loan Policy; and (3) the granting of authority to the Executive Director to execute any additional documents necessary to amend the Housing Authority's loan program.

VOTE

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

XI. 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

Per Chair Wheatley, the Closed Session was not held.

XII. COMMISSION MATTERS

1. Report by Commissioner Boss regarding attendance at NAHRO Southwest Regional Coastal conference in Anaheim, CA in May 2019. Commissioner Boss noted she attended the Commissioner Fundamentals Training, the second-to-last training in order to receive a NAHRO Commissioner's Certification. She added that the keynote speaker was a professor in urban planning from Chapman University, who referred to studies focused on urban areas and development vs. sustainability/green building. Helene Schneider, Regional Coordinator for the U.S. Interagency Council on Homelessness, was one of the main speakers during the conference and spoke of the 44 cities in the U.S. who have housed all of their homeless veteran populations.
2. Secretary Fredericks recommended, and Chair Wheatley approved, cancellation of July Board meeting. Staff additionally recommended the September meeting be moved to the second Wednesday of the month due to its proximity to Labor Day. Secretary Fredericks added the City will be providing an advocacy group training at the August HACSB Board meeting.
3. Secretary Fredericks updated the Board regarding the recent death of a Housing Authority resident that has been in the local news.
4. Secretary Fredericks thanked Commissioner Hughes for his many years of service on the HACSB Board, as this will be his last meeting.

XIII. ADJOURNMENT

Meeting adjourned at 5:19 P.M.



ROB FREDERICKS, SECRETARY

APPROVED:



PATRICIA WHEATLEY, CHAIR