

**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
March 1, 2023—4 PM
AGENDA**

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.

Zoom Video Conference Platform: Listen, view, and/or participate in this meeting using Zoom. Using Zoom is free of charge; however, if using a mobile device and/or tablet, you may have to download the Zoom app to your device. Downloading the Zoom app is free of charge.

HOW TO PARTICIPATE IN THIS MEETING USING THE ZOOM VIDEO CONFERENCE PLATFORM:

From a desktop computer:

Go to: <https://us02web.zoom.us/j/87305222043>
If prompted, enter Meeting ID: 873 0522 2043

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In the app, tap on “Join Meeting”
Enter Meeting ID: 873 0522 2043

Conference call via phone: Join the meeting from your telephone or mobile phone.

HOW TO PARTICIPATE VIA PHONE:

To access the meeting by telephone:

Dial: 1-669-900-6833
When prompted, enter meeting ID: 873 0522 2043
Once connected, if you wish to speak on an item, press *9 to raise your hand

PUBLIC COMMENT

To allow the opportunity for all to speak, a time limit of 3 minutes has been set for public speakers wishing to address the Commission. The Chair has the discretion to further limit this time if warranted. If you would like to provide public input, please contact Jennifer Schipa at jschipa@hacsb.org by 5:00 p.m. the day before a meeting stating the item on which you wish to speak.

If joining the meeting via remote connection, any member of the public who would like to provide public input on an item listed on the agenda may utilize the “Raise Hand” feature through the Zoom App or enter “*9” if participating by telephone only. The host will be notified and you will be recognized to speak on the agenda item in the order such requests are received by the Commission. NOTE: Only matters within the Commission’s jurisdiction may be addressed.

I. Roll Call

Almengor	_____	Muñoz	_____
Carlos	_____	Rowell	_____
Faulstich	_____	Wheatley	_____
Fenger	_____		

II. Public Comment – Any member of the public may address the Housing Authority Commission and SBAHG Directors for up to three 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. *Noozhawk* article: “Young at Heart Fair Connects Seniors with Resources, Services”
2. *Santa Maria Sun* article: “Good Samaritan Shelter receives the Housing Authority of the City of Santa Barbara’s 2022 Outstanding Partnership Award”

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 February 1, 2023 Regular Meeting.

2. Subject: Investment Report for the Quarter Ended December 31, 2022

Recommendation: That the Commission review and order filed the quarterly investment report for quarter ended December 31, 2022.

3. Subject: Expenditures December 2022

Recommendation: That the Commission approve costs incurred and payments made for the month of December 2022.

VI. Report of Executive Director

1. Subject: Amendment to Master Lease of 421 North Alisos Street

Recommendation: That the Commission approve an amendment to the Master Lease for 421 North Alisos Street between the Housing Authority as Lessor and Good Samaritan Shelter as Lessee, which extends the term of the lease by three years and increases the monthly rent by 5%.

VII. Treasurer’s Report

1. Subject: Authorized Signers on Authority Accounts at MUFG Union Bank, N.A.

Recommendation: That the Commission adopt a resolution designating certain Authority staff and Commissioners as authorized signers on the Authority’s checking and savings accounts with MUFG Union Bank, N.A. and designating certain Authority staff as authorized to act on behalf of the Authority on all matters related to the Authority’s trust and investment accounts at MUFG Union Bank, N.A.

2. Subject: Approval of Quarterly Financial Statements for the Housing Authority for the Quarter Ended December 31, 2022

Recommendation: That the Commission review and order filed the quarterly financial statements for the Housing Authority for the quarter ended December 31, 2022.

3. Subject: Approval of Quarterly Financial Statements for Santa Barbara Affordable Housing Group for the Quarter Ended December 31, 2022

Recommendation: That the Board review and order filed the quarterly financial statements for Santa Barbara Affordable Housing Group for the quarter ended December 31, 2022.

4. Subject: Consolidated Operating Budget for all Housing Authority Programs for the Fiscal Year Ending March 31, 2024

Recommendation: That the Commission adopt a resolution approving the Authority's proposed consolidated operating budget for the fiscal year ending March 31, 2024.

5. Subject: Operating Budget for Santa Barbara Affordable Housing Group for the Fiscal Year Ending March 31, 2024

Recommendation: That the Board of Directors approve the proposed operating budget for the fiscal year ending March 31, 2024.

VIII. Committee Reports

1. Update from Ad Hoc committee formed to address affordable housing funding.

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 Housing Authority's Manual of Policies and Procedures.

2. Subject: Resolution Approving Staffing Related Adjustments and an Across-the-Board Salary Increase and a One-Time Cost of Living Adjustment Payment

Recommendation: That the Commission adopt a resolution approving the following effective April 1, 2023: (1) elimination of the Director of Housing Programs and Director of Property, Development and Administration positions and creation of a Director of Housing Programs and Operations and a Director of Real Estate and Technology position; (2) creation of new Housing Programs Analyst and Property and Development Analyst positions; (3) elimination of two Office Assistant positions and the addition of two additional Senior Office Assistant positions; (4) implementation of a salary and market adjustment for the Human Resources Manager and Senior Resident Programs Specialist positions; (5) updated position descriptions and organizational structure for certain Authority management and general staff positions; (6) amendments to the Authority's Manual of Policies and Procedures implementing a 3.5% across-the board cost of living salary increase for management, supervisory and general employees; and (7) a one-time cost of living payment for all management, supervisory and general employees equal to 2% of the employee's annual salary or \$2,000, whichever is greater.

XI. Closed Session – None

XII. Commission Matters

1. Subject: Selection of Commissioner to Serve on Garden Court, Inc. Board of Directors

Recommendation: That the Commission select a Commissioner to serve on the Garden Court, Inc. Board of Directors.

XIII. Adjournment