

**MINUTES
REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF SANTA BARBARA AND
SANTA BARBARA AFFORDABLE HOUSING GROUP**

706 Laguna St., Santa Barbara, CA
Santa Barbara, California
4:00 P.M. – March 1, 2023

I. CALL TO ORDER/ROLL CALL

4:00 P.M. Chair Wheatley presiding

Board Members present: Esvin Almengor, Lisa Carlos, Steven Faulstich, David Rowell and Patricia Wheatley

Board Members absent: Mary Fenger, Rose Muñoz

Staff Members present: R. Fredericks, D. Aazam, S. Szymanski, V. Loza, T. Carter, B. Peirson, A. Fink, T. Hood, C. Montenegro, A. Villarreal Redit, J. Morales, J. Schipa and D. Ward

II. PUBLIC COMMENT

III. CONSIDERATION OF MINUTES

Minutes were considered under Item V. Consent Calendar.

IV. BILLS AND COMMUNICATIONS

Secretary Fredericks presented the two items.

V. CONSENT CALENDAR

MOTION

M/S Faulstich/Rowell moved to approve recommendation in Consent Calendar (Items No. 1 - 3).

1. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their February 1, 2023 Regular Meeting.
2. Recommendation that the Commission review and order filed the quarterly investment report for quarter ended December 31, 2022.
3. Recommendation that the Commission approve costs incurred and payments made for the month of December 2022.

VOTE

Ayes:	Esvin Almengor	David Rowell
	Lisa Carlos	Patricia Wheatley
	Steven Faulstich	

Nays: None

Abstain: None

Absent: Mary Fenger, Rose Muñoz

VI. REPORT OF EXECUTIVE DIRECTOR

1. 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%.

DOCUMENTS

- February 9, 2023 Executive Director's Report prepared by Director of Property, Development and Administration

SPEAKERS

Staff: R. Fredericks, D. Aazam

MOTION

M/S Rowell/Almengor moved 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%.

VOTE

Ayes: Esvin Almengor David Rowell
 Lisa Carlos Patricia Wheatley
 Steven Faulstich

Nays: None

Abstain: None

Absent: Mary Fenger, Rose Muñoz

VII. TREASURER'S REPORT

1. 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.

DOCUMENTS

- February 21, 2023 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Carlos/Rowell moved to adopt Resolution No. 2810 of the Housing Authority of the City of Santa Barbara, 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.

VOTE

Ayes: Esvin Almengor David Rowell
 Lisa Carlos Patricia Wheatley
 Steven Faulstich

Nays: None
Abstain: None
Absent: Mary Fenger, Rose Muñoz

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

DOCUMENTS

- February 21, 2023 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Faulstich/Carlos moved to order filed the quarterly financial statements for the Housing Authority for the quarter ended December 31, 2022.

VOTE

Ayes: Esvin Almengor David Rowell
 Lisa Carlos Patricia Wheatley
 Steven Faulstich

Nays: None
Abstain: None
Absent: Mary Fenger, Rose Muñoz

3. 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.

DOCUMENTS

- February 21, 2023 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Faulstich/Rowell moved to order filed the quarterly financial statements for Santa Barbara Affordable Housing Group for the quarter ended December 31, 2022.

VOTE

Ayes: Esvin Almengor David Rowell
 Lisa Carlos Patricia Wheatley
 Steven Faulstich

Nays: None
Abstain: None
Absent: Mary Fenger, Rose Muñoz

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

DOCUMENTS

- February 24, 2023 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Rowell/Carlos moved to adopt Resolution No. 2811 of the Housing Authority of the City of Santa Barbara, approving the Authority's proposed consolidated operating budget for the fiscal year ending March 31, 2024.

VOTE

Ayes: Esvin Almengor David Rowell
 Lisa Carlos Patricia Wheatley
 Steven Faulstich

Nays: None

Abstain: None

Absent: Mary Fenger, Rose Muñoz

5. Recommendation that the Board of Directors approve the proposed operating budget for Santa Barbara Affordable Housing Group for the fiscal year ending March 31, 2024.

DOCUMENTS

- February 24, 2023 Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Rowell/Almengor moved to approve the proposed operating budget for Santa Barbara Affordable Housing Group for the fiscal year ending March 31, 2024.

VOTE

Ayes: Esvin Almengor David Rowell
 Lisa Carlos Patricia Wheatley
 Steven Faulstich

Nays: None

Abstain: None

Absent: Mary Fenger, Rose Muñoz

VIII. COMMITTEE REPORT

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

The committee, consisting of Chair Wheatley, Vice Chair Faulstich, Commissioner Rowell and Secretary Fredericks have been meeting to review approaches to address affordable housing funding, and shared updates regarding the City's HOPE fund and the Authority's recommendations.

IX. UNFINISHED BUSINESS – None

X. NEW BUSINESS

1. Recommendation that the Commission adopt a resolution approving revisions to the Housing Authority's Manual of Policies and Procedures.

DOCUMENTS

- February 14, 2023 Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks, T. Carter

MOTION

M/S Faulstich/Carlos moved to adopt Resolution No. 2812 of the Housing Authority of the City of Santa Barbara, approving revisions to the Housing Authority's Manual of Policies and Procedures.

VOTE

Ayes: Esvin Almengor David Rowell
 Lisa Carlos Patricia Wheatley
 Steven Faulstich

Nays: None

Abstain: None

Absent: Mary Fenger, Rose Muñoz

2. 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.

DOCUMENTS

- February 13, 2023 Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks, T. Carter

MOTION

M/S Rowell/Almengor moved to adopt Resolution No. 2813 of the Housing Authority of the City of Santa Barbara, 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.

VOTE

Ayes: Esvin Almengor David Rowell
 Lisa Carlos Patricia Wheatley
 Steven Faulstich

Nays: None

Abstain: None

Absent: Mary Fenger, Rose Muñoz

XI. CLOSED SESSION – None

XII. COMMISSION MATTERS

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

DOCUMENTS

- February 14, 2023 Executive Director's Report prepared by Administrative and Public Information Coordinator

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Rowell/Carlos moved to approve Vice Chair Faulstich as selection to serve on Garden Court, Inc. Board of Directors.

VOTE

Ayes: Esvin Almengor David Rowell
 Lisa Carlos Patricia Wheatley
 Steven Faulstich

Nays: None

Abstain: None

Absent: Mary Fenger, Rose Muñoz

XIII. ADJOURNMENT

Meeting adjourned at 5:17 P.M.

Skip Szymanski

ALEXANDER SZYMANSKI III,
ASSISTANT SECRETARY

APPROVED:

Patricia Wheatley

[Joe Wheatley \(Apr 6, 2023 12:37 PDT\)](#)

PATRICIA WHEATLEY, CHAIR