

**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**

**February 2, 2022—4 PM
AGENDA**

REMOTE TELECONFERENCE MEETINGS: The Board of Commissioners of the Housing Authority of the City of Santa Barbara shall conduct this meeting via remote teleconference in accordance with the requirements set out in Government Code section 54953(e) and pursuant to the findings and authority set out in Housing Authority Resolution No. 2780. The public can participate in this meeting through one of the following options:

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

From mobile device, e.g. cell phone or tablet:

Download the Zoom app to your device.
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.

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.

Thank you for your understanding and flexibility during the COVID-19 public health emergency. If you have any questions please contact Jennifer Schipa via email at jschipa@hacsb.org.

(CONTINUED ON NEXT PAGE)

I. Roll Call

Almengor	_____	Rowell	_____
Faulstich	_____	Wheatley	_____
Fenger	_____	Boss	_____
Muñoz	_____		

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. Emails regarding El Zoco.
2. Letter from HUD selecting HACSB for Move to Work Landlord Incentives Cohort Demonstration Program.

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 December 1, 2021 Regular Meeting.

2. Subject: Consideration of Minutes

Recommendation: That the HACSB Commission and SBAHG Board approve the Minutes of their December 29, 2021 Special Meeting.

3. Subject: Consideration of Minutes

Recommendation: That the HACSB Commission and SBAHG Board approve the Minutes of their January 26, 2022 Special Meeting.

VI. Report of Executive Director

1. Subject: Assignment and Assumption of Property Management Agreements at Garden Court and The Gardens on Hope

Recommendation: That the Commission/Board: (1) approve the assignment and assumption of the property management agreements for both Garden Court and The Gardens on Hope from Parsons Group Inc. to Parsons Family Management LLC; and (2) authorize an amendment to the Management Agreement between the Housing Authority and Parsons Family Management, LLC (“Parsons”) for The Gardens on Hope, ratifying the payment to Parsons of a one-time fee of \$7,500 and an increase to the monthly management fee from \$7,000 to \$8,000 per month, as of November 2021, to facilitate the final setup and ongoing accounting of separate financials between property operations and optional service package.

2. Subject: Extension of General Counsel Contract with Price, Postel & Parma LLP for the Period April 1, 2022 through March 31, 2024

Recommendation: That the Commission approve the Extension of Contract for Legal Services with Price, Postel & Parma LLP and authorize the Housing Authority’s Executive Director/CEO to execute same on behalf of the Authority.

3. Subject: Appropriation of \$10,000 to the Housing Authority Scholarship Fund Administered by the Scholarship Foundation of Santa Barbara

Recommendation: That the Commission approve the appropriation of \$10,000 from the Authority's Non-HUD program to replenish the Housing Authority Scholarship Fund administered by the Scholarship Foundation of Santa Barbara directing the Housing Authority's Executive Director/CEO to execute payment to the Foundation in said amount.

4. Subject: Ratification of Contract Award to Ardalan Construction for the Conversion of the Recreation Room to an Accessible Studio Apartment at 309 S. Voluntario Street

Recommendation: That the Commission: (1) ratify the Executive Director's award and execution of a contract with Ardalan Construction in the amount of \$186,500 for the conversion of the recreation room to an accessible studio apartment at 309 S. Voluntario Street; (2) authorize the Executive Director, or his designee, to approve up to \$46,625 (25% of base contract amount) in additional expenses to cover any cost increases resulting from change orders for work not anticipated or covered by the contract; and (3) note that funds needed for the project will be expended from the Authority's Non-HUD reserve funds.

5. Subject: Purchase Approval for Redesign, Remodel and Furnishing of 702 Laguna Street Administrative Office Spaces

Recommendation: That the Commission: (1) authorize the Executive Director to award and execute a purchase agreement with Smart! Office Interiors in the amount of \$83,628 for the redesign, remodel and furnishing of the administrative office spaces for the Property and Development Department for the Authority located at 702 Laguna Street; (2) note that funds needed for the project will be expended from the Authority's Non-HUD reserve funds, and; (3) waive the Authority's procurement provision to obtain three written bids or quotations due to lack of responsive bidders.

VII. Treasurer's Report – None

VIII. Committee Reports – None

IX. Unfinished Business – None

X. New Business

1. Subject: Resolution Adopting an Amendment for Housing Authority's Employees' Money Purchase Pension Plan

Recommendation: That the Commission grant authority to the Executive Director/CEO, or his designee, to take any further action and execute an Amendment to the Restated Housing Authority's Employees' Money Purchase Pension 401(a) Plan Documents pertaining to a change in Normal Retirement Age.

2. Subject: Destruction of Records

Recommendation: That the Commission adopt a resolution authorizing the destruction of certain records held by the Finance, Housing Management and Resident Services Departments.

3. Subject: Re-authorization of Remote Teleconference Meetings

Recommendation: That the Commission approve a resolution proclaiming a local emergency persists, re-ratifying the proclamation of a state of emergency by governor Gavin Newsom dated March 4, 2020, and re-authorizing remote teleconference meetings of the Board of Commissioners of the Housing Authority of the City of Santa Barbara for the period of 30 days pursuant to the Brown Act Provisions.

XI. Closed Session – None

XII. Commission Matters

XIII. Adjournment