

**MINUTES
REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF SANTA BARBARA AND
SANTA BARBARA AFFORDABLE HOUSING GROUP
Santa Barbara, California via Zoom
4:00 P.M. – February 2, 2022**

I. CALL TO ORDER/ROLL CALL

4:00 P.M. Chair Boss presiding

Board Members present: Esvin Almengor, Steven Faulstich, Mary Fenger, Rose Muñoz, David Rowell and Patricia Wheatley

Board Members absent: None

Staff Members present: R. Fredericks, S. Szymanski, B. Peirson, T. Carter, D. Aazam, J. Schipa, C. Montenegro Uhl, and D. Ward

II. PUBLIC COMMENT – None

III. CONSIDERATION OF MINUTES

Minutes were considered under Item V. Consent Calendar.

IV. BILLS AND COMMUNICATIONS

Items were presented by Secretary Fredericks.

V. CONSENT CALENDAR

MOTION

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

VOTE

Ayes:	Esvin Almengor	David Rowell
	Steven Faulstich	Patricia Wheatley
	Mary Fenger	Lucille Boss
	Rose Muñoz	

Nays: None

Abstain: None

Absent: None

1. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their December 1, 2021 Regular Meeting.
2. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their December 29, 2021 Special Meeting.
3. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their January 26, 2022 Special Meeting.

VI. REPORT OF EXECUTIVE DIRECTOR

1. 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.

DOCUMENTS

- January 11, 2022 Executive Director's Report

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Rowell/Fenger moved to (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.

VOTE

Ayes:	Esvin Almengor	David Rowell
	Steven Faulstich	Patricia Wheatley
	Mary Fenger	Lucille Boss
	Rose Muñoz	

Nays: None

Abstain: None

Absent: None

2. 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.

DOCUMENTS

- January 11, 2022 Executive Director's Report prepared by Administrative and Public Information Coordinator

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Wheatley/Fenger moved to 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.

VOTE

Ayes:	Esvin Almengor	David Rowell
	Steven Faulstich	Patricia Wheatley

Mary Fenger

Lucille Boss

Rose Muñoz

Nays: None

Abstain: None

Absent: None

3. 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.

DOCUMENTS

- January 13, 2022 Executive Director's Report prepared by Administrative and Public Information Coordinator

SPEAKERS

Staff: R. Fredericks

Commissioner Wheatley inquired whether there is a need for increasing the scholarship contribution. Secretary Fredericks noted higher payments made in previous years were not fully utilized through the Scholarship Foundation. Staff indicated they will return to the Board with a more detailed report on the Authority's scholarships through the Foundation with the goal of determining whether there is a greater need for future funding.

MOTION

M/S Faulstich/Wheatley moved to 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.

VOTE

Ayes: Esvin Almengor

David Rowell

Steven Faulstich

Patricia Wheatley

Mary Fenger

Lucille Boss

Rose Muñoz

Nays: None

Abstain: None

Absent: None

4. 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.

DOCUMENTS

- January 18, 2022 Executive Director's Report prepared by Property and Development Supervisor

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Faulstich/Muñoz moved to (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.

VOTE

Ayes:	Esvin Almengor	David Rowell
	Steven Faulstich	Patricia Wheatley
	Mary Fenger	Lucille Boss
	Rose Muñoz	

Nays: None

Abstain: None

Absent: None

5. 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.

DOCUMENTS

- January 24, 2022 Executive Director's Report prepared by Property and Development Supervisor

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Rowell/Fenger moved to (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.

VOTE

Ayes:	Esvin Almengor	David Rowell
	Steven Faulstich	Patricia Wheatley
	Mary Fenger	Lucille Boss
	Rose Muñoz	

Nays: None

Abstain: None

Absent: None

VII. TREASURER'S REPORT – None

VIII. COMMITTEE REPORT – None

IX. UNFINISHED BUSINESS – None

X. NEW BUSINESS

1. 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.

DOCUMENTS

- January 24, 2022 Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks, T. Carter

MOTION

M/S Muñoz/Fenger moved to adopt Resolution No. 2781, of the Housing Authority of the City of Santa Barbara, granting 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.

VOTE

Ayes:	Esvin Almengor	David Rowell
	Steven Faulstich	Patricia Wheatley
	Mary Fenger	Lucille Boss
	Rose Muñoz	

Nays: None

Abstain: None

Absent: None

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

DOCUMENTS

- January 19, 2022 Executive Director's Report prepared by Director of Housing Programs

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Faulstich/Wheatley moved to adopt Resolution No. 2782, of the Housing Authority of the City of Santa Barbara, authorizing the destruction of certain records held by the Finance, Housing Management and Resident Services Departments.

VOTE

Ayes:	Esvin Almengor	David Rowell
	Steven Faulstich	Patricia Wheatley
	Mary Fenger	Lucille Boss
	Rose Muñoz	

Nays: None

Abstain: None

Absent: None

3. 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.

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Faulstich/Fenger moved to adopt Resolution No. 2783, of the Housing Authority of the City of Santa Barbara, 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.

VOTE

Ayes:	Esvin Almengor	David Rowell
	Steven Faulstich	Patricia Wheatley
	Mary Fenger	Lucille Boss
	Rose Muñoz	
Nays:	None	
Abstain:	None	
Absent:	None	

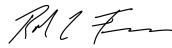
XI. CLOSED SESSION – None

XII. COMMISSION MATTERS

1. Chair Boss recommended Board members attend the virtual NAHRO National Conference; Secretary Fredericks will follow up with the Board regarding conference details.

XIII. ADJOURNMENT

Meeting adjourned at 5:02 P.M.



ROB FREDERICKS, SECRETARY

APPROVED:



Lucille Boss (Mar 9, 2022 16:55 PST)

LUCILLE BOSS, CHAIR