

**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. – April 7, 2021**

**I. CALL TO ORDER/ROLL CALL**

4:00 P.M. Chair Boss presiding

Board Members present: Steven Faulstich, Mary Fenger, Geoff Green, David Rowell and Patricia Wheatley

Board Members absent: Latria Pratt

Staff Members present: R. Fredericks, S. Szymanski, D. Aazam, V. Loza, T. Carter, J. Schipa, C. Montenegro Uhl, J. Morales, A. Fink, T. Hood, L. Zuniga and D. Ward

City Councilmember Harmon, Authority's liaison, was also present.

**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 Green/Wheatley moved to approve recommendation in Consent Calendar (Items No. 1-2).

**VOTE**

Ayes:	Steven Faulstich	David Rowell
	Mary Fenger	Patricia Wheatley
	Geoff Green	Lucille Boss

Nays: None

Abstain: None

Absent: Latria Pratt

1. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their March 3, 2021 Regular Meeting.
2. Recommendation that the Commission approve costs incurred and payments made for the month of January 2021.

*Chair Boss ordered Item VI.4 moved forward to this point in the meeting.*

**VI. REPORT OF EXECUTIVE DIRECTOR**

4. Recommendation that the Commission approve the Housing Authority's limited observation and comment of conditions presented at El Zoco Artists' Studios, an affordable for-sale housing complex.

#### DOCUMENTS

- March 30, 2021 Executive Director's Report prepared by Property and Development Supervisor

#### SPEAKERS

Staff: R. Fredericks, S. Szymanski

Commissioner Green noted his approval of utilizing staff time to help preserve affordable housing units, but to also include support and advocacy in our efforts. Commissioner Wheatley noted her agreement with Commissioner Green's comments and inquired about allocation of staff time. Mr. Szymanski answered staff will fit in the time and doesn't believe it will be an extensive drain on staff time. Vice Chair Rowell inquired whether potential sources of funds would be discussed as part of this report, noting City's Inclusionary Fund may be an option as it is for maintaining as well as adding affordable units with the requirement of extended affordability. Mr. Fredericks noted this is a funding avenue to investigate.

Public comment speakers: Ivonne Ybarra, resident of El Zoco; Rob Hansen, resident of El Zoco; Shelagh Royce, resident of El Zoco; Chelsea Lancaster, resident of El Zoco; Ben Best, resident of El Zoco.

Chair Boss noted that the focus of the agenda item is on the observation and comment rather than providing a funding mechanism. Chair Boss further stated that the Housing Authority's mission is to create safe, affordable and quality housing opportunities and that the vision statement is focused on a community where families and individuals have access to affordable housing and pathways to self-sufficiency, and noted the staff recommendation does fall within the Authority's mission and vision statements. Commissioner Faulstich noted his work with the City of Santa Barbara as Housing Programs Supervisor, while El Zoco was under development, he was involved with the City attorney in drafting the affordability housing covenant at that time. He added that affordability covenants at the time was a new practice; and noted that it was very clearly conveyed to the buyers that if they bought the unit, stayed in it and observed all the requirements for a 30-year period, that they would be able to sell without price restrictions. Commissioner Faulstich added that the City requiring a new 90-year restriction as a condition of loans or grants would be very different than agreed upon by the original owners and he would be willing to speak to City Council. Commissioner Green inquired if the 30-year covenant follows the unit or the owner; Commissioner Faulstich answered that the City has an option to buy at any sale and could put a new covenant on it and could resell, and any new buyer was required to sign a new 30 or 90-year covenant. Commissioner Green inquired about adding an advocacy role to the recommendation, that would include advocating for resources to help absolve the problem. Secretary Fredericks noted he agrees with adding to staff's recommendation. Vice Chair Rowell commented that he seconds Commissioner Green's suggestion to include advocating to help solve this problem. He added it would be punitive to require a new 90-year covenant of the 5 units that are close to the end of the original 30-year restriction as a condition for a loan, and a potential solution may be to extend the affordability of the remaining 11 units and utilizing the City's successor, inclusionary or other funds. Vice Chair Rowell inquired whether the HOA is out of reserves and the current HOA fee rate; residents answered they range depending on the square footage with the highest at \$435 per month. Vice Chair Rowell asked if the issues involve a few units or all the units; Mr. Szymanski answered that the big issue is one unit. Mr. Szymanski added that the Housing Authority is proposing to offer help in how to resolve the issue of the unit that is currently uninhabitable and also how to go about assessing the other conditions based on what the Housing Authority would do in those situation, and the home owners can then do what they please.

#### MOTION

M/S Green/Faulstich moved to approve the Housing Authority's limited observation and comment of conditions presented at El Zoco Artists' Studios, an affordable for-sale housing complex, as well as serve as an advocate for resources to help solve the problem at the discretion of leadership.

VOTE

Ayes: Steven Faulstich  
Mary Fenger  
Geoff Green

David Rowell  
Patricia Wheatley  
Lucille Boss

Nays: None

Abstain: None

Absent: Latria Pratt

*Chair Boss ordered Item X.1 moved forward to this point in the meeting.*

**X. NEW BUSINESS**

1. Recommendation that the Commission: (1) receive a presentation from Koff and Associates on the results of the Housing Authority's classification and compensation study; and (2) authorize a resolution approving a new classification and compensation plan and related revisions to the Housing Authority Manual of Policies and Procedures effective May 1, 2021.

DOCUMENTS

- March 27, 2021 Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks, T. Carter

Kari Mercer, of Koff and Associates, provided a PowerPoint presentation to the Board summarizing the results of the Authority's classification and compensation study. Ms. Carter provided a PowerPoint presentation to the Board on staff's final recommendations from the classification and compensation study. Commissioner Green noted the impetus for the study was the Authority's use of the City's rates and whether we are committing to go a different way, and not follow City norms and adjustments. Ms. Carter answered that the Authority will continue to look to City practices, including considering cost of living adjustments moving forward, as well as CPI data but that the Authority's compensation structure will no longer be directly tied to specific City positions. Commissioner Green inquired about the \$200,000 implication of the adjustments for the coming 12-month period, and whether that is stable for the foreseeable future. Ms. Carter answered that the salary portion was approximately \$130,000, the direct impact to this year in terms of salaries was a 2.6% increase overall. She added that looking forward the next five years, the proposed salary ranges represent a 5.9% increase overall above current salary ranges. Chair Boss inquired about the ongoing evaluation cost and staff time in implementing and maintaining the new structure. Ms. Carter answered that in implementing the study, the cost and time will be minimal; a one-time adjustment will be made to employees' salaries, assigning the employee to the appropriate step of the new range; in the future, analysis of a cost of living adjustments would be built into the annual budget process; and as changes come up, smaller scale salary surveys may be completed moving forward. Secretary Fredericks noted the study provides a solid foundation moving forward and should make the job easier.

MOTION

M/S Green/Rowell moved to approve Resolution No. 2754, of the Housing Authority of the City of Santa Barbara, approving a new classification and compensation plan and related revisions to the Housing Authority Manual of Policies and Procedures effective May 1, 2021.

VOTE

Ayes: Steven Faulstich  
Mary Fenger

David Rowell  
Patricia Wheatley

Geoff Green  
Nays: None  
Abstain: None  
Absent: Latria Pratt

Lucille Boss

*Chair Boss ordered the meeting continue with the Report of the Executive Director.*

**VI. REPORT OF EXECUTIVE DIRECTOR** *(Item VI.4 moved forward in meeting)*

1. 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

- March 10, 2021 Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Rowell/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: Steven Faulstich  
Mary Fenger  
Geoff Green

David Rowell  
Patricia Wheatley  
Lucille Boss

Nays: None

Abstain: None

Absent: Latria Pratt

2. Recommendation that the Commission approve additional funding for the Housing Authority's Security Deposit Loan Program in the amount \$50,000 with appropriation of funds from Non-HUD reserves.

DOCUMENTS

- March 23, 2021 Executive Director's Report prepared by Leasing Agent

SPEAKERS

Staff: R. Fredericks, J. Morales

Mr. Morales provided a brief overview of the Authority's Security Deposit Loan Program and need for appropriation of funds.

MOTION

M/S Green/Wheatley moved to approve additional funding for the Housing Authority's Security Deposit Loan Program in the amount \$50,000 with appropriation of funds from Non-HUD reserves.

VOTE

Ayes: Steven Faulstich  
Mary Fenger  
Geoff Green

David Rowell  
Patricia Wheatley  
Lucille Boss

Nays: None

Abstain: None

Absent: Latria Pratt

3. Recommendation that the Commission receive a report on the opening of the Housing Authority's Section 8 Housing Choice Voucher waitlist for its Mainstream Targeted Funding Vouchers.

#### DOCUMENTS

- March 22, 2021 Executive Director's Report prepared by Senior Housing Programs Analyst

#### SPEAKERS

Staff: R. Fredericks, A. Fink

Ms. Fink provided an overview of the opening of the Housing Authority's Section 8 Housing Choice Voucher waitlist for its Mainstream Targeted Funding Vouchers. For information only, no action required. Secretary Fredericks added that the American Recovery Plan Act recently passed includes 5 billion dollars for emergency vouchers, and the Authority is expecting a good influx of emergency use vouchers targeting for homeless or those at risk of homelessness.

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

#### SPEAKERS

Staff: R. Fredericks, D. Aazam

Mr. Aazam provided a report on the Authority's developments currently in planning. He noted the LIHTC application was submitted to the California Tax Credit Allocation Committee for Vera Cruz Village at 116 E. Cota St., and staff should hear more information regarding the status in a month or two. Staff held a virtual community meeting for the proposed development of the Authority's property located at 200 N. La Cumbre Rd. on March 11; comments and questions were received, including the issues of parking and building height. Staff will be proceeding to the next step for the architect to prepare submission materials to go through the Architectural Board of Review and commence the Building Department review. Regarding 400 W. Carrillo St., staff is working to reconcile the needs of the investor and the City and continue to work on the development agreement; staff is hoping to return to City Council on May 4<sup>th</sup> if ready.

#### VII. TREASURER'S REPORT – None

#### VIII. COMMITTEE REPORT – None

#### IX. UNFINISHED BUSINESS – None

#### X. NEW BUSINESS (*Item X.1 moved forward in meeting*)

2. Recommendation that the Commission authorize a resolution approving amendments to the Authority's Manual of Policies and Procedures effective May 1, 2021 relative to (1) creating an additional Housing Programs Supervisor position; (2) eliminating the Senior Housing Programs Analyst position; (3) changing the title of the existing supervisor position to Housing and Property Management Supervisor; and (4) adding an additional Resident Coordinator Representative position.

DOCUMENTS

- March 10, 2021 Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks, T. Carter

Ms. Carter provided an overview of the agenda report.

MOTION

M/S Green/Rowell moved to adopt Resolution No. 2755, of the Housing Authority of the City of Santa Barbara, approving amendments to the Authority's Manual of Policies and Procedures effective May 1, 2021 relative to (1) creating an additional Housing Programs Supervisor position; (2) eliminating the Senior Housing Programs Analyst position; (3) changing the title of the existing supervisor position to Housing and Property Management Supervisor; and (4) adding an additional Resident Coordinator Representative position.

VOTE

Ayes: Steven Faulstich  
Mary Fenger  
Geoff Green

David Rowell  
Patricia Wheatley  
Lucille Boss

Nays: None

Abstain: None


Absent: Latria Pratt

**XI. CLOSED SESSION** – None

**XII. COMMISSION MATTERS** – None

**XIII. ADJOURNMENT**

Meeting adjourned at 5:47 P.M.



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ROB FREDERICKS, SECRETARY

APPROVED:



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Lucille T. Boss (May 13, 2021 09:46 PDT)

LUCILLE BOSS, CHAIR