

**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. – December 1, 2021**

I. CALL TO ORDER/ROLL CALL

4:00 P.M. Chair Boss presiding

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

Board Members absent: Rose Muñoz

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

II. PUBLIC COMMENT

1. Member of the public, Bonnie Elliot, noted she is applying for the Housing Authority Commission.

III. CONSIDERATION OF MINUTES

Minutes were considered under Item V. Consent Calendar.

IV. BILLS AND COMMUNICATIONS

Chair Boss ordered Item XI. Closed Session moved forward to this point in the meeting.

IX. Closed Session

- 1. Subject: PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code section 54957)
Title: Executive Director/CEO**

Meeting was closed at 4:04 P.M. and re-opened at 4:13 P.M. Chair Boss noted no reportable action.

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

1. Recommendation that the Commission approve and authorize a one-time exemplary performance award equal to 5% of the Executive Director/CEO's annual compensation and a 3.69% merit increase.

MOTION

M/S Wheatley/Faulstich moved to approve and authorize a one-time exemplary performance award equal to 5% of the Executive Director/CEO's annual compensation and a 3.69% merit increase.

VOTE

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

Nays: None

Abstain: None

Absent: Rose Muñoz

V. CONSENT CALENDAR

MOTION

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

VOTE

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

Nays: None

Abstain: None

Absent: Rose Muñoz

1. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their November 3, 2021 Regular Meeting.
2. Recommendation that the Commission approve costs incurred and payments made for the month of October 2021.
3. Recommendation that the Commission review and order filed the quarterly investment report for quarter ended September 30, 2021.

VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission approve a separate Payment Standard Schedule for Section 8 Emergency Housing Vouchers and a revised Payment Standard Schedule for all other Section 8 Voucher programs effective December 1, 2021.

DOCUMENTS

- November 17, 2021 Executive Director's Report prepared by Housing Programs Supervisor

SPEAKERS

Staff: R. Fredericks, A. Fink

MOTION

M/S Rowell/Fenger moved to approve a separate Payment Standard Schedule for Section 8 Emergency Housing Vouchers and a revised Payment Standard Schedule for all other Section 8 Voucher programs effective December 1, 2021.

VOTE

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

Nays: None

Abstain: None

Absent: Rose Muñoz

VII. TREASURER'S REPORT

1. Recommendation that the Commission review and order filed the quarterly financial statements for the Housing Authority of the City of Santa Barbara for the quarter ended September 30, 2021.

DOCUMENTS

- November 16, 2021 Executive Director's Report prepared by Finance Director

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Wheatley/Fenger moved to approve and order filed the quarterly financial statements for the Housing Authority of the City of Santa Barbara for the quarter ended September 30, 2021.

VOTE

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

Nays: None

Abstain: None

Absent: Rose Muñoz

2. Recommendation that the Board review and order filed the quarterly financial statements for the Santa Barbara Affordable Housing Group for the quarter ended September 30, 2021.

DOCUMENTS

- November 17, 2021 Executive Director's Report prepared by Finance Director

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Faulstich/Rowell moved to approve and order filed the quarterly financial statements for the Santa Barbara Affordable Housing Group for the quarter ended September 30, 2021.

VOTE

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

Nays: None

Abstain: None

Absent: Rose Muñoz

3. Recommendation that the Commission review and approve the budgets for the Authority's Consolidated Property Management, Villa Santa Fe, Santa Barbara Housing Partnership IV, Johnson Court and The Gardens on Hope programs for fiscal year ending December 31, 2022.

DOCUMENTS

- November 17, 2021 Executive Director's Report prepared by Finance Director

SPEAKERS

Staff: R. Fredericks, B. Peirson

MOTION

M/S Faulstich/Fenger moved to approve the budgets for the Authority's Consolidated Property Management, Villa Santa Fe, Santa Barbara Housing Partnership IV, Johnson Court and The Gardens on Hope programs for fiscal year ending December 31, 2022.

VOTE

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

Nays: None

Abstain: None

Absent: Rose Muñoz

VIII. COMMITTEE REPORT – None

IX. UNFINISHED BUSINESS – None

X. NEW BUSINESS

1. Recommendation that the Commission approve and authorize a one-time exemplary performance award equal to 5% of the Executive Director/CEO's annual compensation and a 3.69% merit increase.

Item moved forward in meeting.

2. Recommendation that the Commission: (1) hold a public hearing and take public comment on proposed amendments to the Housing Authority's Administrative Plan governing the operation of its Section 8 Housing Choice Voucher (HCV) program; and (2) adopt a resolution approving said amendments to the Administrative Plan.

DOCUMENTS

- November 16, 2021 Executive Director's Report prepared by Housing Programs Supervisor

SPEAKERS

Staff: R. Fredericks, A. Fink

Meeting open for a public hearing at 4:45 P.M. and closed at 4:45 P.M.

MOTION

M/S Faulstich/Fenger moved to adopt Resolution No. 2771, of the Housing Authority of the City of Santa Barbara, approving amendments to the Housing Authority's Administrative Plan governing the operation of its Section 8 Housing Choice Voucher program.

VOTE

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

Nays: None

Abstain: None

Absent: Rose Muñoz

3. Recommendation that the Commission: (1) hold a public hearing and take public comment on proposed amendments to the Housing Authority's Admissions and Continued Occupancy Policy for its Essential Workforce Housing program; and (2) adopt a resolution approving said amendments.

DOCUMENTS

- November 16, 2021 Executive Director's Report prepared by Housing Programs Supervisor

SPEAKERS

Staff: R. Fredericks, A. Fink

Meeting opened for a public hearing at 4:48 P.M. and closed at 4:48 P.M.

MOTION

M/S Rowell/Fenger moved to adopt Resolution No. 2772, of the Housing Authority of the City of Santa Barbara, approving amendments to the Housing Authority's Admissions and Continued Occupancy Policy for its Essential Workforce Housing program.

VOTE

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

Nays: None

Abstain: None

Absent: Rose Muñoz

4. Recommendation that the Commission: (1) hold a public hearing and take public comment on proposed amendments to the Housing Authority's Admissions and Continued Occupancy Policy for its Low Income Housing Tax Credit program; and (2) adopt a resolution approving said amendments to the Policy.

DOCUMENTS

- November 15, 2021 Executive Director's Report prepared by Housing Programs Supervisor

SPEAKERS

Staff: R. Fredericks, A. Fink

Meeting opened for a public hearing at 4:51 P.M. and closed at 4:51 P.M.

MOTION

M/S Faulstich/Wheatley moved to adopt Resolution No. 2773, of the Housing Authority of the City of Santa Barbara, approving amendments to the Housing Authority's Admissions and Continued Occupancy Policy for its Low Income Housing Tax Credit program.

VOTE

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

Nays: None

Abstain: None

Absent: Rose Muñoz

5. Recommendation that the Commission: (1) hold a public hearing and take public comment on the Housing Authority's adoption of a proposed Agency Annual Plan for fiscal year ending March 31, 2023 as required by the U.S. Department of Housing and Urban Development (HUD); and (2) adopt a resolution approving said Plan and authorizing its submission to HUD along with all required certifications.

DOCUMENTS

- November 15, 2021 Executive Director's Report prepared by Administrative and Public Information Coordinator

SPEAKERS

Staff: R. Fredericks, J. Schipa

Meeting opened for a public hearing at 4:56 P.M. and closed at 4:56 P.M.

MOTION

M/S Wheatley/Fenger moved to adopt Resolution No. 2774, of the Housing Authority of the City of Santa Barbara, approving the Housing Authority's Annual Plan for fiscal year ending March 31, 2023 as required by the U.S. Department of Housing and Urban Development (HUD) and authorizing its submission to HUD along with all required certifications.

VOTE

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

6. Recommendation that the Commission: (1) approve the Non-Standardized Governmental 401(a) Pre-Approved Basic Plan Document, Non-Standardized Governmental 401(a) Pre-Approved Adoption Agreement and Summary of Plan Provisions for the Housing Authority's Employees' Money Purchase Pension 401(a) Plan effective December 1, 2021; and (2) 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 noted above pertaining to a change in Normal Retirement Age, addition of an age 59 ½ in-service withdrawal option and a matching contribution provision.

DOCUMENTS

- November 17, 2021 Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks, T. Carter

MOTION

M/S Faulstich/Rowell moved to adopt Resolution No. 2775, of the Housing Authority of the City of Santa Barbara, to (1) approve the Non-Standardized Governmental 401(a) Pre-Approved Basic Plan Document, Non-Standardized Governmental 401(a) Pre-Approved Adoption Agreement and Summary of Plan Provisions for the Housing Authority's Employees' Money Purchase Pension 401(a) Plan effective December 1, 2021; and (2) 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

noted above pertaining to a change in Normal Retirement Age, addition of an age 59 ½ in-service withdrawal option and a matching contribution provision.

VOTE

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

7. Recommendation that the Commission: (1) authorize the Executive Director or his Designee to take all actions and execute all documents, in consultation with the Authority's General Counsel, that may be necessary for a residual receipts loan, not to exceed \$150,000, to 2nd Story Associates for the purpose of paying down the California Department of Housing and Community Development's (HCD) loan secured by the real property located at 1200 Punta Gorda Street in facilitating the transfer of the property from the current ownership to 2nd Story Associates, the Authority's affiliate non-profit organization; (2) adopt a resolution approving the residual receipts loan, certain loan guarantees and related actions; (3) determine that the residual receipts loan is exempt from the California Environmental Quality Act (CEQA) and that the Authority's Executive Director is directed to file a Notice of Exemption from the California Environmental Quality Act (CEQA) with the Santa Barbara County Clerk; and (4) appropriate funding from Non-HUD program reserves.

DOCUMENTS

- November 19, 2021 Executive Director's Report prepared by Property and Development Supervisor

SPEAKERS

Staff: R. Fredericks, S. Szymanski

Sarah Knecht, Assistant City Attorney, was present and noted that the City's actions in regards to the Punta Gorda property will be taken to the City Council for approval on December 7th, and include a grant of City inclusionary funds to the Housing Authority to loan to 2nd Story Associates, restructuring the existing debt into a 30-year residual receipts loan and a new 90-year affordability covenant on the property. Secretary Fredericks added that although 2nd Story will be the fee title owner of the property, the Housing Authority will be the property manager of record with State HCD, but staff will most likely continue to use a 3rd party manager familiar with mobile home parks for day-to-day management duties. Commissioner Wheatley inquired about Community Housing Corporation's investment into the property and whether there is an expectation of a refund. Secretary Fredericks noted CHC would like to be repaid, and explained the bond loan has been paid off in November 2020 and therefore there is no security in the property for repayment. He added that in discussions with CHC, staff informed them there will be an attempt at repayment schedule on a residual receipts basis sometime in future. Secretary Fredericks also added staff will continue to request HCD lower the outstanding debt.

MOTION

M/S Faulstich/Fenger moved to adopt Resolution No. 2776, of the Housing Authority of the City of Santa Barbara, to (1) authorize the Executive Director or his Designee to take all actions and execute all documents, in consultation with the Authority's General Counsel, that may be necessary for a residual receipts loan, not to exceed \$150,000, to 2nd Story Associates for the purpose of paying down the California Department of Housing and Community Development's (HCD) loan secured by the real property located at 1200 Punta Gorda Street in facilitating the transfer of the property from the current ownership to 2nd Story Associates, the Authority's affiliate non-profit organization; (2) approve the residual receipts loan, certain loan guarantees and related

actions; (3) determine that the residual receipts loan is exempt from the California Environmental Quality Act (CEQA) and that the Authority's Executive Director is directed to file a Notice of Exemption from the California Environmental Quality Act (CEQA) with the Santa Barbara County Clerk; and (4) appropriate funding from Non-HUD program reserves.

VOTE

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

8. Recommendation that the Commission approve a resolution to supersede Resolution Number 2758 regarding the Housing Authority's desire to obtain MTW Status under the fourth Cohort of the MTW Expansion for Landlord Incentives to correct for date.

DOCUMENTS

- November 18, 2021 Executive Director's Report prepared by Housing Programs Supervisor

SPEAKERS

Staff: R. Fredericks, A. Fink

MOTION

M/S Wheatly/Fenger moved to adopt Resolution No. 2777, of the Housing Authority of the City of Santa Barbara, approving the Authority's Moving to Work (MTW) Plan and Application Package under the fourth Cohort of the MTW Expansion for Landlord Incentives.

VOTE

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

9. 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. 2778, 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: Steven Faulstich Patricia Wheatley
Mary Fenger Lucille Boss
David Rowell
Nays: None
Abstain: None
Absent: Rose Muñoz

XI. CLOSED SESSION – *Item moved forward in meeting*

- 1. Subject: PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code section 54957)
Title: Executive Director/CEO**

XII. COMMISSION MATTERS

1. Recommendation that the Commission elect a Chair and Vice-Chair for the Housing Authority Board of Commissioners for 2022 by vote or have the Chair appoint a three-member ad hoc nominating committee to return at your next meeting with recommendations for Chair and/or Vice-Chair for 2022.

MOTION

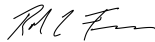
M/S Wheatley/Faulstich moved to approve election of Lucille Boss David Rowell to remain as Chair and Vice-Chair, respectively, for the Housing Authority Board of Commissioners for 2022.

VOTE

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


XIII. ADJOURNMENT

Meeting adjourned at 5:43 P.M.



ROB FREDERICKS, SECRETARY

APPROVED:



Lucille Boss (Feb 19, 2022 08:05 PST)

LUCILLE BOSS, CHAIR