

**MINUTES
REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF SANTA BARBARA AND
SANTA BARBARA AFFORDABLE HOUSING GROUP
706 Laguna St., Santa Barbara, CA
4:00 P.M. – June 4, 2025**

I. CALL TO ORDER/ROLL CALL

4:00 P.M. Chair Wheatley presiding

Board Members present: Lisa Carlos, Steven Faulstich, Mary Fenger, David Rowell, Megan Turley and Patricia Wheatley

Board Members absent: None

Staff Members present: R. Fredericks, D. Aazam, V. Loza, C. Montenegro, A. Fink, J. Kuczkowski, R. Gutierrez, J. Pollino, J. Schipa, D. Lopez, F. Quezada, P. Medina, T. Carter, E. Capristo

II. PUBLIC COMMENT – None

III. CONSIDERATION OF MINUTES

Minutes were considered under Item V. Consent Calendar.

IV. BILLS AND COMMUNICATIONS

Secretary Fredericks reviewed Bills and Communications items.

V. CONSENT CALENDAR

MOTION

M/S Rowell/Turley moved to approve recommendation in Consent Calendar (2 Items).

1. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their May 7, 2025, Regular Meeting.
2. Recommendation that the HACSB Commission approve costs incurred and payments made for the month of March 2025 and April 2025.

VOTE

Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley
Nays:	None	
Abstain:	None	
Absent:	None	

VI. REPORT OF EXECUTIVE DIRECTOR

1. Recommendation that the Commission authorize Rob Fredericks and up to eight additional staff to attend the Yardi 2025 conference to be held in San Diego, CA, September 3-5, 2025.

DOCUMENTS

- May 12, 2025, Executive Director's Report prepared by Administrative and Public Information Coordinator

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Carlos/Fenger moved to authorize Rob Fredericks and up to eight additional staff to attend the Yardi 2025 conference to be held in San Diego, CA, September 3-5, 2025.

VOTE

Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley
Nays:	None	
Abstain:	None	
Absent:	None	

2. Recommendation that the Commission: (1) approve a contract with Family Service Agency for the period of July 1, 2025 to June 30, 2026 in the amount of \$193,794 for the Supportive Services Program; (2) waive the Housing Authority's procurement procedure for selection of services; and (3) authorize the Executive Director, or his designee, to execute said contract on behalf of the Housing Authority.

DOCUMENTS

- May 22, 2025, Executive Director's Report prepared by Resident Programs Analyst

SPEAKERS

Staff: R. Fredericks, F. Quezada

MOTION

M/S Faulstich/Fenger moved to (1) approve a contract with Family Service Agency for the period of July 1, 2025 to June 30, 2026 in the amount of \$193,794 for the Supportive Services Program; (2) waive the Housing Authority's procurement procedure for selection of services; and (3) authorize the Executive Director, or his designee, to execute said contract on behalf of the Housing Authority.

VOTE

Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley
Nays:	None	
Abstain:	None	
Absent:	None	

3. Recommendation that the Commission: (1) approve a contract with New Beginnings Counseling Center for the period of July 17, 2025 to July 16, 2026 in the amount of \$151,200 for the Housing Retention Services Program; (2) waive the Housing Authority's procurement procedure for selection of services; and (3) authorize the Executive Director, or his designee, to execute said contract on behalf of the Housing Authority.

DOCUMENTS

- May 22, 2025, Executive Director's Report prepared by Resident Programs Analyst

SPEAKERS

Staff: R. Fredericks, F. Quezada

MOTION

M/S Carlos/Fenger moved to (1) approve a contract with New Beginnings Counseling Center for the period of July 17, 2025 to July 16, 2026 in the amount of \$151,200 for the Housing Retention Services Program; (2) waive the Housing Authority's procurement procedure for selection of services; and (3) authorize the Executive Director, or his designee, to execute said contract on behalf of the Housing Authority.

VOTE

Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley

Nays: None

Abstain: None

Absent: None

4. Recommendation that the Commission approve the renewal of the Management Agreement between the Housing Authority and Parsons Family Management, LLC for the operation of Garden Court on De La Vina, located at 1116 De La Vina Street, for the period commencing July 1, 2025, to June 30, 2030, and authorize the Housing Authority's Executive Director/CEO to execute same on behalf of the Authority.

DOCUMENTS

- May 20, 2025, Executive Director's Report prepared by Deputy Executive Director, Programs & Operations

SPEAKERS

Staff: R. Fredericks, V. Loza

MOTION

M/S Faulstich/Fenger moved to approve the renewal of the Management Agreement between the Housing Authority and Parsons Family Management, LLC for the operation of Garden Court on De La Vina, located at 1116 De La Vina Street, for the period commencing July 1, 2025, to June 30, 2030, and authorize the Housing Authority's Executive Director/CEO to execute same on behalf of the Authority.

VOTE

Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley

Nays: None

Abstain: None

Absent: None

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 US 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 U.S. Bank, N.A. and CalTRUST Investment Trust of California.

DOCUMENTS

- May 20, 2025, Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, J. Kuczkowski

MOTION

M/S Faulstich/Fenger moved to adopt Resolution No. 2860 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 US 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 U.S. Bank, N.A. and CalTRUST Investment Trust of California.

VOTE

Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley
Nays:	None	
Abstain:	None	
Absent:	None	

VIII. COMMITTEE REPORT – None

IX. UNFINISHED BUSINESS – None

X. NEW BUSINESS

1. Recommendation that the Commission adopt a resolution approving the following effective June 7, 2025: (1) elimination of the Leasing Agent and Leasing Representative positions in exchange for the creation of one Leasing Analyst position; (2) implementation of a salary and market adjustment for the Family Self Sufficiency Coordinator, Senior Building and Facilities Maintenance Worker and Senior Housing Programs Specialist positions; and (3) updated salary schedule, position description, and organizational structure for changes to general staff positions described above.

DOCUMENTS

- April 21, 2025, Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks, T. Carter

MOTION

M/S Rowell/Fenger moved to adopt Resolution No. 2861 of the Housing Authority of the City of Santa Barbara, approving the following effective June 7, 2025: (1) elimination of the Leasing Agent and Leasing Representative positions in exchange for the creation of one Leasing Analyst position; (2) implementation of a salary and market adjustment for the Family Self Sufficiency Coordinator, Senior Building and Facilities Maintenance Worker and Senior Housing Programs Specialist positions; and (3) updated salary schedule, position description, and organizational structure for changes to general staff positions described above.

VOTE

Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley
Nays:	None	
Abstain:	None	

Absent: None

2. Recommendation that the Commission adopt a resolution approving revisions to the Housing Authority's Manual of Policies and Procedures effective June 4, 2025.

DOCUMENTS

- May 22, 2025, Executive Director's Report prepared by Human Resources Manager

SPEAKERS

Staff: R. Fredericks, T. Carter

Staff will follow up regarding clarification of "qualifying event" in the policy.

MOTION

M/S Turley/Carlos moved to adopt Resolution No. 2862 of the Housing Authority of the City of Santa Barbara, approving revisions to the Housing Authority's Manual of Policies and Procedures effective June 4, 2025.

VOTE

Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley

Nays: None

Abstain: None

Absent: None

3. Recommendation that the Commission: (1) adopt a resolution authorizing an increase of \$300,000 in the previously approved \$575,000 in residual receipts financing to 2nd Story Associates Mobile Homes LLC up to \$875,000 to pay for any cash shortfalls in the infrastructure replacement of water and sewer lines throughout the mobile home park and road resurfacing; and (2) appropriate the amount approved from Non-HUD Reserves.

DOCUMENTS

- May 22, 2025, Executive Director's Report prepared by Deputy Executive Director, Real Estate and Technology

SPEAKERS

Staff: R. Fredericks, D. Aazam

MOTION

M/S Faulstich/Fenger moved to adopt Resolution No. 2863 of the Housing Authority of the City of Santa Barbara, authorizing an increase of \$300,000 in the previously approved \$575,000 in residual receipts financing to 2nd Story Associates Mobile Homes LLC up to \$875,000 to pay for any cash shortfalls in the infrastructure replacement of water and sewer lines throughout the mobile home park and road resurfacing; and (2) appropriate the amount approved from Non-HUD Reserves.

VOTE

Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley

Nays: None

Abstain: None

4. Recommendation that the Commission adopt a resolution commending Commissioner Faulstich for his decades of outstanding service and significant contributions to the Santa Barbara Community.

SPEAKERS

Staff: R. Fredericks, D. Aazam

MOTION

M/S Carlos/Fenger moved to adopt Resolution No. 2864 of the Housing Authority of the City of Santa Barbara, commending Commissioner Faulstich for his decades of outstanding service and significant contributions to the Santa Barbara Community.

VOTE


Ayes:	Lisa Carlos	David Rowell
	Steven Faulstich	Megan Turley
	Mary Fenger	Patricia Wheatley
Nays:	None	
Abstain:	None	

XI. CLOSED SESSION – None

XII. COMMISSION MATTERS – None


XIII. ADJOURNMENT

Meeting adjourned at 5:11 P.M.


Rob L. Fredericks (Aug 7, 2025 12:14:15 PDT)

ROB FREDERICKS, SECRETARY

APPROVED:


Patricia Wheatley (Aug 7, 2025 14:28:57 PDT)
PATRICIA WHEATLEY, CHAIR