

**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. – December 3, 2025**

I. CALL TO ORDER/ROLL CALL

4:00 P.M. Chair Wheatley presiding

Board Members present: Lisa Carlos, Mary Fenger, David Rowell, Joey Samora, Skip Szymanski, Megan Turley and Patricia Wheatley

Board Members absent: None

Staff Members present: R. Fredericks, J. Kuczkowski, D. Aazam, V. Loza, C. Montenegro, T. Carter, J. Pollino, A. Fink, J. Schipa, T. Taylor

II. PUBLIC COMMENT – None

Chair Wheatley ordered Items XI.1 Closed Session and X.1 New Business moved forward to this point in the meeting.

XI. CLOSED SESSION

1. Subject: Public Employee Performance Evaluation
(Government Code section 54957) Title: Executive Director/CEO

Chair Wheatley ordered the meeting closed at 4:01 P.M. The meeting was opened at 4:16 P.M. Authority counsel was present for the closed session. No reportable action per Chair Wheatley.

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.

MOTION

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

VOTE

Ayes:	Lisa Carlos	Skip Szymanski
	Mary Fenger	Megan Turley
	David Rowell	Patricia Wheatley
	Joey Samora	

Nays: None

Abstain: None

Absent: None

III. CONSIDERATION OF MINUTES

Minutes were considered under Item V. Consent Calendar.

IV. **BILLS AND COMMUNICATIONS**

1. Secretary Fredericks noted article provided to Commission.

V. **CONSENT CALENDAR**

MOTION

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

1. Recommendation that the HACSB Commission and SBAHG Board approve the Minutes of their November 5, 2025, Regular Meeting.
2. Recommendation that the Commission approve costs incurred and payments made for the month of October 2025.

VOTE

Ayes:	Lisa Carlos	Skip Szymanski
	Mary Fenger	Megan Turley
	David Rowell	Patricia Wheatley
	Joey Samora	

Nays: None

Abstain: None

Absent: None

VI. **REPORT OF EXECUTIVE DIRECTOR**

1. Recommendation that the Commission: (1) approve and authorize the Executive Director to award and execute a contract with Challenge Asphalt in the amount of \$112,688 for the proposed road resurfacing project at Santa Barbara Green Mobile Home Park located at 1200 Punta Gorda Street; and (2) authorize the Executive Director, or his designee, to approve up to \$28,172 (25% of base contract amount) in additional expenses to cover cost increases resulting from change orders for work not anticipated or covered by the contract.

DOCUMENTS

- November 18, 2025, Executive Director's Report prepared by Property and Development Manager

SPEAKERS

Staff: R. Fredericks, C. Montenegro

C. Montenegro provided an overview of the recommendation to the Board.

MOTION

M/S Szymanski/Turley moved to (1) approve and authorize the Executive Director to award and execute a contract with Challenge Asphalt in the amount of \$112,688 for the proposed road resurfacing project at Santa Barbara Green Mobile Home Park located at 1200 Punta Gorda Street; and (2) authorize the Executive Director, or his designee, to approve up to \$28,172 (25% of base contract amount) in additional expenses to cover cost increases resulting from change orders for work not anticipated or covered by the contract.

VOTE

Ayes:	Lisa Carlos	Skip Szymanski
	Mary Fenger	Megan Turley
	David Rowell	Patricia Wheatley
	Joey Samora	

Nays: None

Abstain: None

Absent: None

VII. TREASURER'S REPORT

1. Recommendation that the Commission review and approve the budgets for the Authority's Tax Credit Properties for the fiscal year ending December 31, 2026.

DOCUMENTS

- November 21, 2025, Executive Director's Report prepared by Director of Finance

SPEAKERS

Staff: R. Fredericks, J. Kuczkowski

J. Kuczkowski provided an overview of the budgets for the Board.

MOTION

M/S Szymanski/Carlos moved to approve the budgets for the Authority's Tax Credit Properties for the fiscal year ending December 31, 2026.

VOTE

Ayes:	Lisa Carlos	Skip Szymanski
	Mary Fenger	Megan Turley
	David Rowell	Patricia Wheatley
	Joey Samora	

Nays: None

Abstain: None

Absent: None

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. *This Item moved forward in meeting.*
2. Recommendation that the Commission adopt a resolution approving: (1) the Authority's purchase of the real property known as Artisan Court located at 422 East Cota Street, Santa Barbara CA, at a price not to exceed \$100,000 plus existing debt and closing costs; (2) make a determination that the acquisition of the subject property is exempt from the California Environmental Quality Act (CEQA) and that the Executive Director is directed to file a Notice of Exemption with respect to CEQA with the Santa Barbara County Clerk; and (3) approve the termination of the existing master lease.

DOCUMENTS

- November 19, 2025, Executive Director's Report prepared by Housing Finance Analyst

SPEAKERS

Staff: R. Fredericks, T. Taylor

T. Taylor provided an overview of the recommendation to the Board and answered questions pertaining to the acquisition.

MOTION

M/S Szymanski/Fenger moved to adopt Resolution No. 2871 of the Housing Authority of the City of Santa Barbara, approving: (1) the Authority's purchase of the real property known as Artisan Court located at 422 East Cota Street, Santa Barbara CA, at a price not to exceed \$100,000 plus existing debt and closing costs; (2) make a determination that the acquisition of the subject property is exempt from the California Environmental Quality Act (CEQA) and that the Executive Director is directed to file a Notice of Exemption with respect to CEQA with the Santa Barbara County Clerk; and (3) approve the termination of the existing master lease.

VOTE

Ayes:	Lisa Carlos	Skip Szymanski
	Mary Fenger	Megan Turley
	David Rowell	Patricia Wheatley
	Joey Samora	

Nays: None

Abstain: None

Absent: None

3. 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 and Moving to Work Supplement for fiscal year ending (FYE) March 31, 2027; and (2) adopt a resolution approving said Plan and Supplement and authorizing their submission to HUD along with all required certifications.

DOCUMENTS

- November 13, 2025, Executive Director's Report prepared by Administrative & Public Information Coordinator

SPEAKERS

Staff: R. Fredericks, J. Schipa, A. Fink

J. Schipa and A. Fink provided an overview of the Plan and Supplement. Chair Wheatley opened the meeting to the public at 5:04 P.M. The meeting was closed at 5:16 P.M. with no comments from the public.

MOTION

M/S Samora/Fenger moved to adopt Resolution No. 2872 of the Housing Authority of the City of Santa Barbara, approving the adoption of the Housing Authority's proposed Agency Annual Plan and Moving to Work Supplement for fiscal year ending (FYE) March 31, 2027, and authorizing their submission to HUD along with all required certifications.

VOTE

Ayes:	Lisa Carlos	Skip Szymanski
	Mary Fenger	Megan Turley
	David Rowell	Patricia Wheatley
	Joey Samora	

Nays: None

Abstain: None

Absent: None

XI. CLOSED SESSION – *This item moved forward in meeting.*

1. Subject: Public Employee Performance Evaluation

XII. COMMISSION MATTERS

1. Recommendation that the Commission elect a Chair and Vice-Chair for the Housing Authority Board of Commissioners for 2026 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 2026.

SPEAKERS

Staff: R. Fredericks

MOTION

M/S Szymanski/Rowell moved to approve the election of Commissioner Carlos as Chair and Commissioner Turley as Vice-Chair for the Housing Authority Board of Commissioners for 2026.

VOTE

Ayes:	Lisa Carlos	Skip Szymanski
	Mary Fenger	Megan Turley
	David Rowell	Patricia Wheatley
	Joey Samora	

Nays: None


Abstain: None

Absent: None

2. Commissioners were reminded of the Jacaranda Court groundbreaking on December 15, 2025.

XIII. ADJOURNMENT

Meeting adjourned at 5:26 P.M.


Rob L. Fredericks (Jan 15, 2026 14:04:13 PST)

ROB FREDERICKS, SECRETARY

APPROVED:


Lisa Carlos (Jan 15, 2026 14:10:56 PST)

LISA CARLOS, CHAIR