



AREA HOUSING AUTHORITY
OF THE COUNTY OF VENTURA

**REGULAR BOARD OF COMMISSIONERS
MEETING TO BE HELD**

July 27, 2022

1400 W. HILLCREST DRIVE
NEWBURY PARK, CALIFORNIA

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**REGULAR MEETING OF THE AREA HOUSING AUTHORITY
OF THE COUNTY OF VENTURA**

Wednesday, July 27, 2022 at 3:00 P.M.

1400 W. Hillcrest Drive, Newbury Park, CA 91320

"The Area Housing Authority of the County of Ventura shall be a leader in providing opportunities and assistance to people in need of affordable housing through development, acquisitions, and partnerships."

COVID-19 UPDATE: The Area Housing Authority of the County of Ventura office building is currently closed to the public. Pursuant to California Government Code § 54953 and resolutions adopted by the Area Housing Authority of the County of Ventura, and due to concerns of COVID-19 and state and local measures regarding social distancing, this meeting will be conducted via conference and video calling services. The public can participate in this meeting by calling from a telephone or mobile phone.

HOW TO PARTICIPATE VIA PHONE

To access the meeting by phone:

Dial: **1-669-900-6833**

When prompted, enter meeting ID: **922 4213 5103**

Once connected, if you wish to speak during Public Comment, press *9 to raise your hand

PUBLIC COMMENT

To allow the opportunity for all to speak, a time limit of 3 minutes has been set for public speakers wishing to address the Board of Commissioners. The Chair has the discretion to further limit this time if warranted.

HOW TO SUBMIT PUBLIC COMMENT

Comments may be submitted by one of the following:

1. Connect to the meeting via phone (above), once connected **press *9** on your phone to raise your hand and you will be recognized during **Agenda Item #5** to make your comment.
2. Comments may also be submitted **via email**. Please email your comment to admin@ahacv.org and include "Public Comment" in the subject line.
3. You may also leave your comments by a voice message at **805-480-9991 ext. 850**, please speak clearly. Your email or transcribed voice message will be distributed to the Board of Commissioners.



AGENDA

REGULAR MEETING OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA

Wednesday, July 27, 2022 at 3:00 P.M.

1. CALL TO ORDER/WELCOME

A. PLEDGE OF ALLEGIANCE

B. COMMISSIONER ATTENDANCE: BRADLEY, CRUTCHFIELD, JOHNSON, LAINE, LECH, LUNN, MASON, NIELSEN, NORORI, PONCE, RAMOS-CRUZ, REISENDER, WALL, AND WATSON

2. ADOPTION OF AGENDA

3. APPROVAL OF MINUTES:

A. REGULAR MEETING OF JUNE 22, 2022

B. SPECIAL MEETING OF JULY 20, 2022

4. CONSENT CALENDAR ITEMS

Review and approve unless an item is pulled for separate action by the Board and moved to the Regular agenda for consideration. Consent items are to be routine and non-controversial. All items are approved as recommended without discussion.

A. Receive Executive Director Report (Michael Nigh)

B. Receive Financial Report (Denise Howells)

C. Receive Section 8 Report (Carrie Sabatini & James Markot)

D. Receive Housing Programs Report (Carrie Sabatini)

E. Receive Housing Assets and Development Report (George McGehee, Jr.)

5. PUBLIC COMMENTS

Any member of the public may address the Board of Commissioners on an item appearing on the agenda or any subject within the jurisdiction of the Housing Authority. *Please note that public comments will not be responded to, acted on or discussed during the meeting, but may appear on a future agenda. If you wish to make a comment, please refer to meeting announcement on previous page.*

6. RESOLUTION NO. 1127 - A RESOLUTION OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA REAUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF COMMISSIONERS OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA FOR THE PERIOD OF 30 DAYS PURSUANT TO THE RALPH M. BROWN ACT

James McDermott, Esq., and Ian Elsenheimer, Ferguson Case Orr Paterson LLP

Michael Nigh, Executive Director

Motion to Approve, Second, Discuss, Roll Call Vote

7. APPROVAL OF PROJECT-BASED VOUCHER HOUSING ASSISTANCE PAYMENT CONTRACTS - UNINCORPORATED

Carrie Sabatini, Deputy Executive Director/Director of Housing Programs

Motion to Approve, Second, Discuss, Roll Call Vote

8. **APPROVAL OF PROJECT-BASED VOUCHER HOUSING ASSISTANCE PAYMENT CONTRACTS - CAMARILLO**
Carrie Sabatini, Deputy Executive Director/Director of Housing Programs
Motion to Approve, Second, Discuss, Roll Call Vote
9. **STAFF COMMENTS**
Information Only
10. **EXECUTIVE DIRECTOR COMMENTS**
Information Only
11. **COMMISSIONER COMMENTS**
Comments by Commissioners on matters they consider appropriate and housing related topics for consideration for a future agenda. The Board of Commissioners will not respond to comments but will take them into consideration and the item may appear on a future agenda if discussion is determined necessary. Commissioners are asked to limit their comments to three (3) minutes or less.
12. **CHAIR COMMENTS (5 MIN)**

NEXT SCHEDULED MEETING
Regular Meeting August 24, 2022
1400 W. Hillcrest Drive
Newbury Park, CA 91320 AT 3:00 P.M.

Americans with Disabilities Act (ADA): In compliance with ADA, if you need special assistance to participate in this meeting, please contact the Area Housing Authority of the County of Ventura via email at admin@ahacv.org or by phone at (805) 480-9991 ext. 850. Notification at least 48 hours prior to the meeting will ensure that reasonable accommodations can be addressed appropriately.



**REGULAR MEETING OF THE
AREA HOUSING AUTHORITY
OF THE COUNTY OF VENTURA
BOARD OF COMMISSIONERS**

MEMBERS OF THE BOARD:

Angela Bradley, Resident Commissioner
Marques Crutchfield, Simi Valley
Susan L. Johnson, Fillmore
Deborah Laine, Simi Valley
Charles Lech, Thousand Oaks
Mark Lunn, Thousand Oaks
Steve Mason, Ojai
Jorgen Nielsen, Moorpark
Nicole Norori, Unincorporated County
Juan Ponce, Moorpark
Marci Ramos-Cruz, Fillmore
Brent Reisender, Camarillo
Terry Wall, Unincorporated County
Betsy Watson, Ojai

MINUTES – June 22, 2022

DISCLAIMER: These minutes are DRAFT minutes. These minutes do not constitute an official record of the Area Housing Authority and are subject to change upon further review by the Board of Commissioners of the Area Housing Authority. Official minutes, incorporating any approved revisions, are available after approval of the corresponding draft minutes by the Board of Commissioners at a subsequent meeting.

Pursuant to California Government Code § 54953 and resolutions adopted by the Area Housing Authority of the County of Ventura, this meeting was conducted via conference and video calling services. Public comment was able to be submitted in advance via email to admin@ahacv.org or voice message to 805-480-9991, extension 850. Public comment could also be submitted in real time by dialing 1-669-900-6833, meeting ID: 922 4213 5103.

1. CALL TO ORDER / WELCOME

This regular meeting of the Area Housing Authority of the County of Ventura's Board of Commissioners was held on Wednesday, June 22, 2022, at 1400 W. Hillcrest Drive, Newbury Park, California. Chair Nielsen called the meeting to order at 3:10 pm.

A. PLEDGE OF ALLEGIANCE

Commissioner Ramos-Cruz led the Pledge of Allegiance.

B. ATTENDANCE:

Commissioners participating via conference or video call: Angela Bradley, Marques Crutchfield, Susan Johnson, Deborah Laine, Jorgen Nielsen, Juan Ponce, Marci Ramos-Cruz, Terry Wall, Betsy Watson

Commissioners absent: Chuck Lech, Mark Lunn, Steve Mason, Nicole Norori, Brent Reisender

Staff participating via conference or video call: Executive Director Michael Nigh, Linda Fisher-Helton, Denise Howells, Jim Markot, George McGehee, Jr., Nancy Reidy, Roxanne Robinson-Jones, Carrie Sabatini

Legal Counsel participating via conference or video call: Ian Elsenheimer, Ferguson Case Orr Paterson LLP

2. ADOPTION OF AGENDA

Commissioner Laine moved to adopt the Agenda; the motion was seconded by Commissioner Johnson. The Agenda for the Board meeting of June 22, 2022 was adopted, following a roll call vote.

AYES: BRADLEY, CRUTCHFIELD, JOHNSON, LAINE, NIELSEN, PONCE,
RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: LECH, LUNN, MASON, NORORI, REISENDER

3. APPROVAL OF MINUTES REGULAR MEETING OF May 25, 2022

Commissioner Crutchfield moved to adopt the Minutes from the Regular Board Meeting of May 25, 2022; Commissioner Bradley seconded the motion. Following a roll call vote, the motion passed and the Minutes were approved.

AYES: BRADLEY, CRUTCHFIELD, JOHNSON, LAINE, NIELSEN, PONCE, RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: LECH, LUNN, MASON, NORORI, REISENDER

4. CONSENT CALENDAR ITEMS

The following consent items required no discussion and had no objections: Executive Director Report, Financial Report, Section 8 Report, Housing Programs Report, and the Housing Assets & Development Report.

Commissioner Watson moved to adopt the Consent Calendar Items; the motion was seconded by Commissioner Ponce. Following a roll call vote, the Consent Calendar Items were approved.

AYES: BRADLEY, CRUTCHFIELD, JOHNSON, LAINE, NIELSEN, PONCE, RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: LECH, LUNN, MASON, NORORI, REISENDER

5. PUBLIC COMMENTS

No public comments were received.

6. RESOLUTION NO. 1121 - A RESOLUTION OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA REAUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF COMMISSIONERS OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA FOR THE PERIOD OF 30 DAYS PURSUANT TO THE RAPLH M. BROWN ACT

Chair Nielsen called for a motion to adopt Resolution No. 1121. Commissioner Ponce made a motion; Commissioner Ramos-Cruz seconded the motion. Following a roll call vote, Resolution No. 1121 was adopted.

AYES: BRADLEY, CRUTCHFIELD, JOHNSON, LAINE, NIELSEN, PONCE, RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: LECH, LUNN, MASON, NORORI, REISENDER

7. RESOLUTION NO. 1122 - A RESOLUTION OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA TO APPROVE THE WRITE-OFF OF FIXED ASSETS FOR FISCAL YEAR ENDING JUNE 30, 2022

Denise Howells, Director of Finance, provided a summary of Resolution No. 1122. Commissioner Laine made a motion to adopt Resolution No. 1122; Commissioner Johnson seconded. Following a roll call vote, Resolution No. 1122 was adopted.

AYES: BRADLEY, CRUTCHFIELD, JOHNSON, LAINE, NIELSEN, PONCE, RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: LECH, LUNN, MASON, NORORI, REISENDER

8. RESOLUTION NO. 1123 - A RESOLUTION OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA TO APPROVE THE WRITE-OFF OF TENANTS ACCOUNTS RECEIVABLE SYSTEM (TARS) FOR THE FISCAL YEAR ENDING JUNE 30, 2022

Denise Howells, Director of Finance, discussed the write-off of tenants accounts receivables (TARS) for the fiscal year ending June 30, 2022, and requested a minor revision to Resolution No. 1123. Commissioner Bradley made a motion to adopt Resolution No. 1123 as revised; Commissioner Watson seconded the motion. Following a roll call vote, Resolution No. 1123 was adopted as revised.

AYES: BRADLEY, CRUTCHFIELD, JOHNSON, LAINE, NIELSEN, PONCE, RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: LECH, LUNN, MASON, NORORI, REISENDER

9. RESOLUTION NO. 1124 - A RESOLUTION OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA TO APPROVE THE OPERATING BUDGET AND REQUEST HUD OPERATING SUBSIDY FOR THE LOW RENT PUBLIC HOUSING PROGRAM FOR FISCAL YEAR ENDING JUNE 30, 2023

Denise Howells, Director of Finance, presented and discussed an overview of the Public Housing Budget for the fiscal year ending June 30, 2023. Commissioner Johnson made a motion to adopt Resolution No. 1124; Commissioner Laine seconded the motion. Following a roll call vote, Resolution No. 1124 was adopted.

AYES: BRADLEY, CRUTCHFIELD, JOHNSON, LAINE, NIELSEN, PONCE, RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: LECH, LUNN, MASON, NORORI, REISENDER

10. RESOLUTION NO. 1125 - A RESOLUTION OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA REAUTHORIZING THE USE OF THE INVESTMENT POLICY

Denise Howells, Director of Finance, provided information about Resolution No. 1125. Commissioner Watson made a motion to reauthorize the Investment Policy; Commissioner Laine seconded the motion. Following a roll call vote, Resolution No. 1125 was adopted.

AYES: BRADLEY, CRUTCHFIELD, JOHNSON, LAINE, NIELSEN, PONCE, RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: LECH, LUNN, MASON, NORORI, REISENDER

11. STAFF COMMENTS

There were no staff comments.

12. EXECUTIVE DIRECTOR COMMENTS

Mr. Nigh reminded Commissioners that a Special Meeting is scheduled for Wednesday, July 20, 2022 at 3:00 pm.

Mr. Nigh announced that Commissioner Stephanie Mercer resigned from the Board effective May 31, 2022 and expressed his appreciation for her contributions as a fourteen-year Board member representing the City of Camarillo. Appointment of a new commissioner is expected in the near future.

Mr. Nigh stated that a letter from the auditor was e-mailed to Commissioners June 15, 2022, regarding the audit plan. Commissioners who wish to report concerns to the auditor should refer to the letter. AHA will re-send a copy of the letter to a Commissioner upon request.

Mr. Nigh reported that the Rancho Sierra Senior Apartments on Lewis Rd. outside Camarillo received an allocation of tax credits on June 15, 2022. Financing is now in place to allow the project to move forward. As a follow up to last month's Development Report, a tax credit application is being submitted for the Vista Campanario project on Barry Street in Camarillo. AHA anticipates funding awards may be announced as early as September 2022.

13. COMMISSIONER COMMENTS

Stephanie Mercer was commended for her dedication and contributions as a long-time Board member; Commissioners wished her well and concurred that she will be missed.

14. CHAIR COMMENTS

Chair Nielsen congratulated the agency on the Rancho Sierra financing and affirmed that Commissioner Mercer will be missed. Chair Nielsen adjourned the meeting at 3:42 pm.

Prepared by: _____
Michael Nigh, Executive Director

Date: _____

Reviewed by: _____
Jim McDermott, Legal Counsel

Date: _____

Accepted by: _____
Jorgen Nielsen, Chair

Date: _____



**SPECIAL MEETING OF THE
AREA HOUSING AUTHORITY
OF THE COUNTY OF VENTURA
BOARD OF COMMISSIONERS**

MEMBERS OF THE BOARD:

Angela Bradley, Resident Commissioner
Marques Crutchfield, Simi Valley
Susan L. Johnson, Fillmore
Deborah Laine, Simi Valley
Charles Lech, Thousand Oaks
Mark Lunn, Thousand Oaks
Steve Mason, Ojai
Jorgen Nielsen, Moorpark
Nicole Norori, Unincorporated County
Juan Ponce, Moorpark
Marci Ramos-Cruz, Fillmore
Brent Reisender, Camarillo
Terry Wall, Unincorporated County
Betsy Watson, Ojai

MINUTES – July 20, 2022

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Pursuant to California Government Code § 54953 and resolutions adopted by the Area Housing Authority of the County of Ventura, this meeting was conducted via conference and video calling services. Public comment was able to be submitted in advance via email to admin@ahacv.org or voice message to 805-480-9991, extension 850. Public comment could also be submitted in real time by dialing 1-669-900-6833, meeting ID: 922 4213 5103.

1. CALL TO ORDER / WELCOME

This Special Meeting of the Area Housing Authority of the County of Ventura's Board of Commissioners was held on Wednesday, July 20, 2022, at 1400 W. Hillcrest Drive, Newbury Park, California. Chair Nielsen called the meeting to order at 3:02 pm. and Commissioner Wall led the Pledge of Allegiance.

ATTENDANCE:

Commissioners participating via conference or video call: Angela Bradley, Susan Johnson, Deborah Laine, Chuck Lech, Mark Lunn, Steve Mason, Jorgen Nielsen, Nicole Norori, Juan Ponce, Marci Ramos-Cruz, Terry Wall, Betsy Watson

Commissioners absent: Marques Crutchfield, Brent Reisender

Staff participating via conference or video call: Executive Director Michael Nigh, Linda Fisher-Helton, Jim Markot, Nancy Reidy

Legal Counsel participating via conference or video call: James McDermott, Esq., Ferguson Case Orr Paterson LLP

2. ADOPTION OF AGENDA

Commissioner Johnson moved to adopt the Agenda; the motion was seconded by Commissioner Watson. The Agenda for the Special Meeting of the Board on July 20, 2022 was adopted, following a roll call vote.

AYES: BRADLEY, JOHNSON, LAINE, LECH, LUNN, MASON, NIELSEN,
NORORI, PONCE, RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: CRUTCHFIELD, REISENDER

3. PUBLIC COMMENTS

No public comments were received.

4. RESOLUTION NO. 1126 - A RESOLUTION OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA REAUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF COMMISSIONERS OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA FOR THE PERIOD OF 30 DAYS PURSUANT TO THE RALPH M. BROWN ACT

Chair Nielsen called for a motion to adopt Resolution No. 1126. Commissioner Lunn moved to approve Resolution No. 1126; Commissioner Bradley seconded the motion. Following a roll call vote, Resolution No. 1126 was approved.

AYES: BRADLEY, JOHNSON, LAINE, LECH, LUNN, MASON, NIELSEN, NORORI, PONCE, RAMOS-CRUZ, WALL, WATSON

NOES: NONE

ABSTAIN: NONE

ABSENT: CRUTCHFIELD, REISENDER

Chair Nielsen adjourned the meeting at 3:09 pm.

Prepared by: _____ Date: _____
Michael Nigh, Executive Director

Reviewed by: _____ Date: _____
Jim McDermott, Legal Counsel

Accepted by: _____ Date: _____
Jorgen Nielsen, Chair



Meeting Date: July 27, 2022
Agenda Item: 4A
Subject: Executive Director Report
Prepared by: Michael Nigh, Executive Director
Requested Action: Information Only

This report reflects progress for the period of June 20, 2022 to July 21, 2022. I continue to actively pursue the goals established by the Board of Commissioners. Please contact me for additional information or questions.

- Continue to monitor leasing progress at Mountain View Apartments
- Participated in virtual biweekly development meeting for Rancho Sierra Senior Apartments (Unincorporated County)
- Participated in virtual meeting with the Ventura County Continuum of Care Board of Directors
- Participated in virtual meeting of CalAHA (California Affordable Housing Agency) Executive Board
- Initial discussion on potential partnership to respond to Thousand Oaks Request For Proposals (RFP) to build affordable units on former Hillcrest School site in Thousand Oaks
- Viewed biweekly Washington Housing Updates from NAHRO
- Viewed webinar of Managing and Retaining Multifamily Housing Employees
- Continue to research end of 15-year tax credit compliance scenarios for Oak Creek Senior Villas (Thousand Oaks)
- Continue to follow city council and planning meetings for our jurisdictions
- Following California Public Health Department, Cal-OSHA, CHWCA (Workers Comp) and Ventura County Public Health Officer guidelines to monitor protocols for safe operations during Covid-19 pandemic
- Continue to meet with the executive team to discuss Covid-19 impacts, response plans, and to plan future actions
- Continue to communicate with staff providing timely updates addressing operations during the Covid-19 health emergency
- Continue to monitor HUD communications on waivers and funding
- Continue to discuss with management team the future of our operations, the physical and organizational changes necessary to continue to serve our clients



Meeting Date: July 27, 2022
Agenda Item: 4B
Subject: Financial Report
Prepared by: Denise Howells, Director of Finance
Requested Action: Information Only

May 2022 Financial Statements

Please find following the financial reports for the month ended May 31, 2022.

- **Summary Financial Statement**

No unusual activity occurred in May 2022.

- **Statement of Revenue, Expenditures and Changes in Net Position**

The following budgeted maintenance repairs and improvements occurred in May 2022:

1. Whispering Oaks (Ojai) - \$4,279 for painting and repairs on two vacant units
2. Florence Janss (Thousand Oaks) - \$4,376 for tub refinishing, appliances, flooring, painting and repairs
3. Leggett Court (Thousand Oaks) - \$4,168 for tub refinishing and flooring
4. Roth Apartments (unincorporated Ojai) - \$16,130 for driveway and curb repairs and \$8,535 for tree trimming
5. Tafoya Terrace (Moorpark) - \$6,500 to paint balconies and railings
6. Fiore Gardens (Thousand Oaks) - \$9,274 for security cameras and \$5,195 for appliances, flooring and repairs
7. Raemere St (Camarillo) - \$9,088 to replace flooring in both units
8. Los Arboles (Thousand Oaks) - \$2,563 for new monument sign and \$406,627 for balance of FY2022 roofing project of which \$54,970 is funded with the City of Thousand Oaks CDBG funds
9. Sunset Villas (Thousand Oaks) - \$3,970 for driveway repairs
10. Grand Ave (Ojai) - \$24,000 to replace windows in all units
11. Pepper Tree Court (Simi Valley) - \$6,540 to replace fencing

The following non-budgeted expenses occurred in May 2022:

1. Whispering Oaks (Ojai) - \$4,716 for roof repairs due to fire on adjacent property
2. Pepper Tree Court (Simi Valley) - \$8,768 to replace one air conditioning unit
3. Casas de Sueno (Camarillo) - \$3,371 for driveway repairs
4. Casa Velasquez (Camarillo) - \$4,469 for driveway repairs

- **Analysis of Reserve Summary**

This report includes all year to date activity for the fiscal year.

- **Quarterly Investment Summary**

This report summarizes AHA investments through June 30, 2022.

Please contact me at extension 610 or via email at dhowells@ahacv.org in order to discuss your individual questions.

Area Housing Authority of the County of Ventura Summary Financial Statement Period Ended May 31, 2022	Combined Low Rent Public Housing	Housing Choice Vouchers	General Fund	Combined Agency Owned Housing	Tax Credit Property Management	FY 2022 Budget	Variance Favorable/ (Unfavorable)
Statement of Net Position							
Current assets	2,670,201	6,183,702	5,934,757	3,160,086	89,911		
Current liabilities	201,645	488,755	60,269	252,489	130,798		
Current Ratio	13.24	12.65	98.47	12.52	0.69		
Long term assets	6,563,430	42,068	12,593,303	14,711,292	103,916		
Long term liabilities	166,540	120,658	2,082,989	13,595,356	24,146		
Net position invested in capital	4,244,378	42,068	(943,198)	317,325	200		
Restricted net position	-	(47,409)	-	-	-		
Unrestricted net position	4,621,068	5,621,698	17,328,000	3,706,208	38,683		
Statement of Revenue, Expenditures and Changes in Net Position							
Operating revenue							
Tenant revenue	1,886,024	-	-	2,855,218	-	4,453,645	287,597
Management fee income	-	-	428,392	-	470,982	850,667	48,707
Portability	-	19,211	-	-	-	27,958	(8,747)
Other	22,086	9,898	372,044	15,253	99,684	387,547	131,418
Total operating revenue	1,908,110	29,109	800,436	2,870,471	570,666	5,719,818	458,974
Operating expenses							
Salaries and benefits	379,220	2,370,960	600,769	408,597	473,426	4,586,610	353,638
Administrative expenses	96,038	449,205	109,512	54,587	18,622	740,883	12,919
Management fee expense	428,392	-	-	-	-	406,858	(21,534)
Resident services	132,028	-	-	695	-	182,194	49,471
Utilities	448,970	34,935	11,950	290,176	5,718	891,188	99,439
Maintenance and operations	779,967	47,918	26,644	502,565	139,161	1,546,408	50,153
General expenses	106,440	42,272	13,576	65,336	5,790	264,213	30,799
Housing assistance	-	29,932,439	-	-	-	29,018,972	(913,467)
Total operating expenses	2,371,055	32,877,729	762,451	1,321,956	642,717	37,637,326	(338,582)
Nonoperating revenue/expenses							
Grant revenue	1,317,195	32,347,761	-	188,445	-	33,189,463	663,938
Investment income	5,406	14,141	9,989	5,830	-	26,659	8,708
Loan payments/reserve deposits	(202,479)	-	(133,216)	(815,728)	-	(1,151,838)	415
Deferred maintenance/capital improvements	(98,103)	(19,977)	(12,758)	(773,684)	(911)	(1,582,699)	677,266
Total nonoperating revenue/expense	1,022,019	32,341,925	(135,985)	(1,395,137)	(911)	30,481,585	1,350,327
Change in net position	559,074	(506,695)	(98,000)	153,378	(72,962)		

AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA
Public Housing - Statement of Revenue, Expenditures and Changes in Net Position
For the period ended May 31, 2022

	Whispering Oaks 100 units Senior/ Disabled Ojai	Florence Janss 63 units Senior/ Disabled Thousand Oaks	Leggett Court 48 units Family Thousand Oaks	Roth Apts 34 units Family Unincorporated/ Ojai	Tafoya Terrace 30 units Senior/ Disabled Moorpark	Ellis Terrace 26 units Family Camarillo	Fiore Gardens 49 units Family Thousand Oaks
Operating revenue							
Tenant revenue	326,703	237,038	361,797	175,122	118,085	207,158	460,121
Other revenue	82	2,068	3,216	3,390	716	3,059	9,555
Total operating revenue	326,785	239,106	365,013	178,512	118,801	210,217	469,676
Operating expenses							
Total administrative expenses	179,556	128,523	110,765	82,947	65,427	67,075	121,953
Resident services	7,266	14,569	23,904	23,867	14,533	23,982	23,907
Utilities	106,995	65,525	57,485	68,638	22,049	30,739	97,539
Maintenance and operations	180,556	131,123	93,872	82,583	99,076	76,290	116,467
General expenses	24,573	17,721	14,577	11,265	8,995	9,997	19,312
Total operating expenses	498,946	357,461	300,603	269,300	210,080	208,083	379,178
Nonoperating revenue/expenses							
Grant revenue	365,991	210,409	123,260	148,196	141,106	83,196	98,044
Investment income	1,287	597	892	645	476	618	891
Loan payments	(52,019)	(44,282)	(20,248)	(65,024)	(6,255)	(14,651)	-
Deferred maintenance/capital improvements	(26,024)	-	-	(19,804)	(6,500)	(36,501)	(9,274)
Total nonoperating revenue/expense	289,235	166,724	103,904	64,013	128,827	32,662	89,661
Change in net position	117,074	48,369	168,314	(26,775)	37,548	34,796	180,159

AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA
Agency Owned - Statement of Revenue, Expenditures and Changes in Net Position
For the period ended May 31, 2022

	Raemere Street 2 units Family Camarillo	Glenn Oaks 39 units Senior Thousand Oaks	Royal Oaks 5 units Family Thousand Oaks	Los Arboles 43 units Family Thousand Oaks	Sunset Villas 11 units Family Thousand Oaks	Grand Ave 5 units Family/ Senior Ojai	Summer Apts 10 units Family/ Senior Ojai	Summerwind 15 units Family/ Senior Piru/ unincorporated	Pepper Tree Court 36 units Senior Simi Valley	Casas de Sueno 10 units Family Camarillo	Casa Velasquez 13 units Family Camarillo
Operating revenue											
Tenant revenue	28,725	579,753	114,338	728,708	191,203	65,721	108,840	140,167	521,497	161,997	214,269
Other revenue	-	1,593	94	4,448	212	372	2,187	3,333	3,011	-	-
Total operating revenue	28,725	581,346	114,432	733,156	191,415	66,093	111,027	143,500	524,508	161,997	214,269
Operating expenses											
Total administrative expenses	698	29,026	2,713	64,261	3,387	2,434	6,655	20,156	38,648	10,766	14,531
Resident services	-	105	-	491	-	-	-	-	99	-	-
Utilities	1,870	34,480	8,191	93,547	19,918	10,220	16,723	29,235	39,558	17,517	14,343
Maintenance and operations	5,832	83,289	8,805	112,948	16,124	9,813	32,623	26,482	123,044	35,654	36,655
General expenses	692	8,749	2,472	15,309	4,307	1,909	3,694	3,395	10,003	5,619	6,013
Total operating expenses	9,092	155,649	22,181	286,556	43,736	24,376	59,695	79,268	211,352	69,556	71,542
Nonoperating revenue/expenses											
Grant revenue	-	-	-	188,445	-	-	-	-	-	-	-
Investment income	135	2,039	329	1,584	794	230	12	103	69	153	123
Loan payments/replacement reserves	(550)	(122,293)	(39,309)	(128,139)	(76,197)	(1,375)	(54,495)	(4,125)	(245,256)	(65,741)	(78,249)
Deferred maintenance/capital improvements	(9,088)	(3,113)	-	(556,665)	(3,970)	(24,000)	-	-	(162,295)	(9,346)	(4,469)
Total nonoperating revenue/expense	(9,503)	(123,367)	(38,980)	(494,775)	(79,373)	(25,145)	(54,483)	(4,022)	(407,482)	(74,934)	(82,595)
Change in net position	10,130	302,330	53,272	(48,175)	68,306	16,572	(3,151)	60,210	(94,326)	17,507	60,133

Area Housing Authority of the County of Ventura
Analysis of Projected Reserves By Program
 May 2022

	AHA General Fund	Agency Owned	Section 8 Program*	Public Housing*
<u>Cash & Equivalents</u>				
Cash	18,112	75,163	20,250	57,320
Investments	5,780,322	2,647,262	6,135,529	2,514,407
Replacement Reserve		399,614		
Accounts Receivable	136,323	0	68,023	36,421
Total Cash & Equivalents	5,934,757	3,122,039	6,223,802	2,608,148
<u>Uses of Cash & Equivalents</u>				
Accounts Payable	(33,873)	(624,741)	(1,850)	(180,752)
Accrued Liabilities	(54,449)	(30,747)	(598,390)	(14,860)
Total Uses of Cash & Equivalents	(88,322)	(655,488)	(600,240)	(195,612)
Sub Total	5,846,435	2,466,551	5,623,562	2,412,536
<u>Projected Other Uses thru 6/30/22</u>				
Remaining Yr Projected Income/(Loss)	(70,462)	160,874	(87,037)	(170,356)
Capital Improvements/Deferred Maintenance		(102,181)		(385,897)
Transfer to Property Management/Pepper Tree Court	(113,527)			
Total Other Uses	(183,989)	58,693	(87,037)	(556,253)
Projected Fiscal Year End Balance	5,662,446	2,525,244	5,536,525	1,856,283
<i>April 2022 Projected Year End Balance</i>	5,646,908	2,445,779	5,318,028	1,790,218

*Restricted use for specific program only.

This report is not prepared in accordance with GAAP and is intended for internal use only.

Area Housing Authority of the County of Ventura
Investment Summary Data for the Quarter Ended June 30, 2022

Bank / Institution	Type of Investment	Date of Purchase	Interest Rate	Maturity Date	Source of Funds	Purchase Value	Market Value
Bank of America	Money Market	N/A	0.18%	N/A	Flow of Income (HUD ACC/Subsidy/Grants)	3,076,522	3,076,522
					Total B of A	3,076,522	3,076,522
Montecito Bank	Money Market	N/A	0.00%	N/A	Reserves	124,433	124,433
	Premier Public Funds Account	N/A	0.30%	N/A	Reserves	9,043,042	9,043,042
	Total Montecito					9,167,475	9,167,475
Local Agency Investment Fund (LAIF)	Public Pool	N/A	0.32%	N/A	Reserves	4,804,951	4,750,912
					Total LAIF	4,804,951	4,750,912
NOTE: Market Valuation provided by the State of California.							
					Total Funds Invested \$	17,048,948	16,994,909

I hereby certify that: 1) All investment actions executed since the last report have been made in full compliance with the investment policy; and
2) The Area Housing Authority will meet its expenditure obligations for the next six months.


Michael Nigh, Executive Director

July 12, 2022
Date



Meeting Date: July 27, 2022
Agenda Item: 4C
Subject: Section 8 Report
Prepared by: James Markot, Director of Information Systems and Carrie Sabatini, Deputy Executive Director/Director of Housing Programs
Requested Action: Information Only

HOUSING CHOICE VOUCHER PROGRAM STATUS

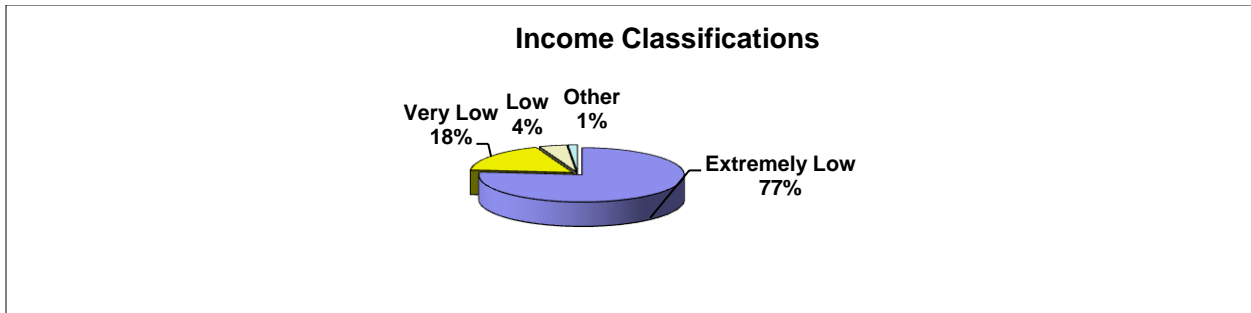
Total Family Members Assisted 4,306

WAITING LIST STATUS

Current S8 Waiting List (Closed 11/16/2020) 2,273

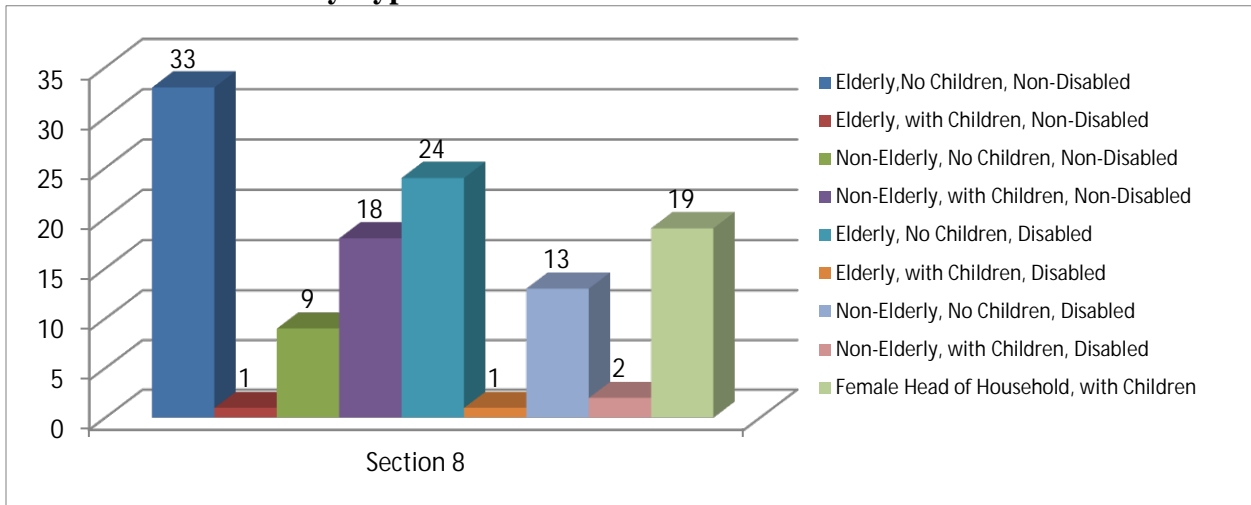
DEMOGRAPHICS

Voucher Holders Income Classifications - All Cities

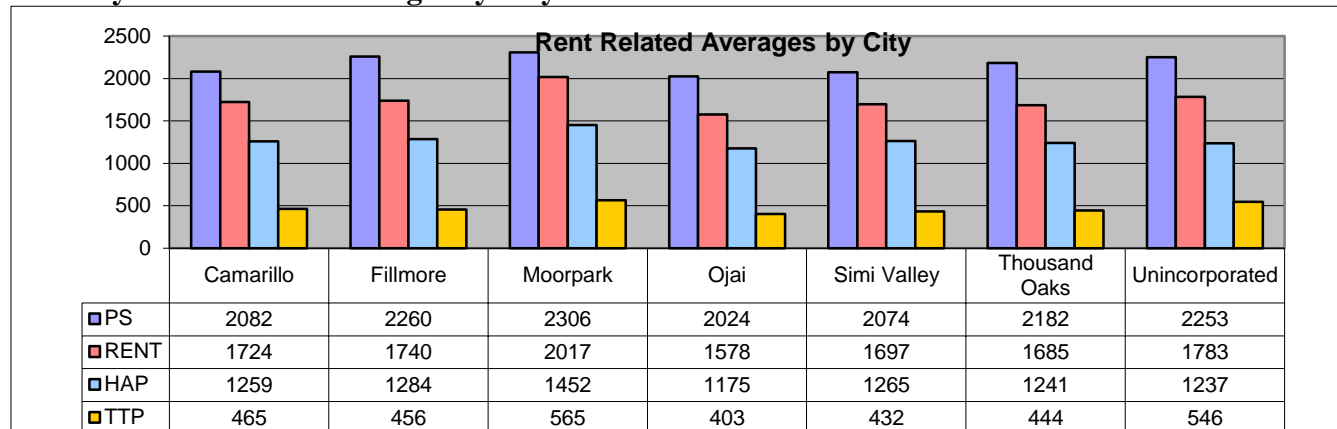


EXTREMELY LOW, <= 30% of Median Income; **VERY LOW**, >30% and <= 50% of Median Income; **LOW**, > 50% and <= 80% of Median Income; **OTHER**, > 80% of Median Income

Voucher Holders Family Types - All Cities



Monthly Rent Related Averages by City



PS = Avg. Payment Standard at time of Lease Up
RENT = Contract Rent
HAP = Housing Assistance Payment
TTP = Total Tenant Payment (Tenant Portion of Rent)

DEMOGRAPHICS

Monthly Vouchers in use, Dollars – Comparison of City to All Vouchers

	Vouchers	% of All Vouchers	HAP Dollars	% of all HAP Dollars
Camarillo	515	22.7%	\$648,540	22.6%
Fillmore	212	9.3%	\$272,114	9.5%
Moorpark	122	5.4%	\$177,127	6.2%
Ojai	66	2.9%	\$77,524	2.7%
Simi Valley	686	30.2%	\$867,495	30.2%
Thousand Oaks	523	23.0%	\$648,854	22.6%
Unincorporated	115	5.1%	\$142,232	4.9%
Outside of Area	30	1.3%	\$40,880	1.4%
	2269	100.0%	\$2,874,766	100.0%

Vouchers = Number of vouchers actively in use in designated city.
% of Vouchers = Percentage of monthly vouchers leased in a city compared to all vouchers in use.
HAP Dollars = Total monthly Housing Assistance Payments made in designated city.
% of Dollars = Percentage of monthly voucher HAP paid in a city compared to all HAP dollars paid.

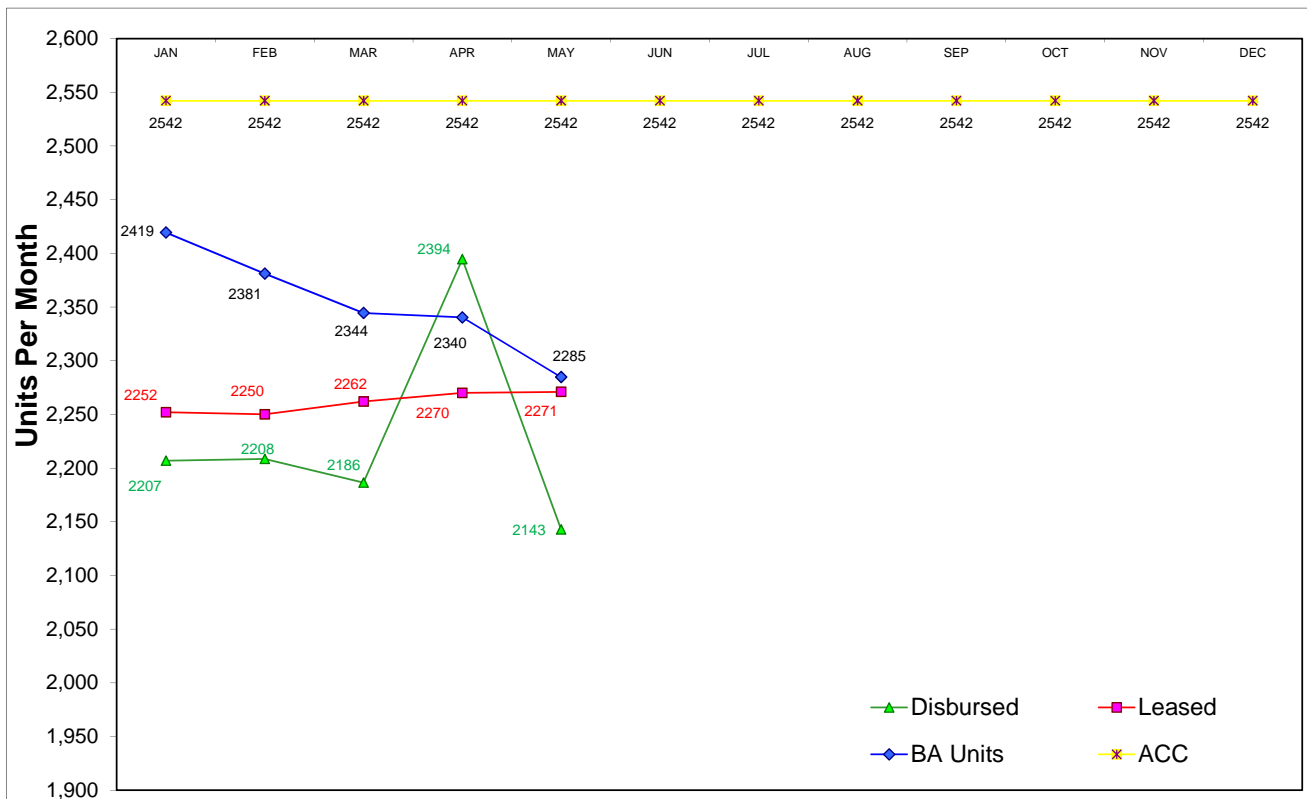
Please contact Jim at extension 888 or via email at jmarkot@ahacv.org or Carrie at extension 390 or via email at csabatini@ahacv.org in order to discuss your individual questions.

Area Housing Authority of the County of Ventura
Section 8 Voucher Program Leasing Summary

January 1, 2022 - May 31, 2022

	HUD Budget Authority (BA)	HUD Disbursement	AHA Actual	Percentage of Actual Compared to BA	Per Unit Average HAP
Housing Assistance Payments					
Current Month	\$2,928,166	\$2,746,415	\$2,910,645	99.4%	\$1,282
Year To Date	\$14,640,830	\$13,860,011	\$14,068,581	96.1%	\$1,244
Administrative/Other Fees					
		AF Disbursed	AF (Prorated) Earned		
Current Month		\$249,139	\$273,531		
Year To Date		\$1,277,879	\$1,343,184		
Total Dollars (HAP+Admin Fees)					
Current Month		\$2,995,554	\$3,184,176		
Year To Date		\$15,137,890	\$15,411,765		

Units Leased						
	Budget Authority (BA) Funded Units	HUD Disbursement Funded Units	AHA Actual Units	% of Actual Compared to BA	HUD BA Units (Over) / Under Leased	Average Units Leased
Current Month	2,285	2,143	2,271	99.4%	14	
Year To Date	11,770	11,139	11,305	96.1%	465	2,261





Area Housing Authority of the County of Ventura

1400 West Hillcrest Dr. Newbury Park, CA 91320-2721

(805) 480-9991 · FAX (805) 480-1021

Serving Camarillo, Fillmore, Moorpark, Ojai, Simi Valley, Thousand Oaks, and the unincorporated areas of Ventura County

Revised For 4-18-2022

PAYMENTS STANDARDS

Effective **11-01-2021** ALL AREAS OF COUNTY

AHA

0-BR \$1,650

1-BR \$1,950

2-BR \$2,400

3-BR \$3,200

4-BR \$3,800

5-BR \$4,203

SRO22

Single Room Occupancy

75% of 0BR \$1,237

INCOME LIMITS

Effective **04-18-2022**

INCOME LIMITS: Median Family Income \$115,400

	%	1	2	3	4	5	6	7	8
30% OF MEDIAN	30	26350	30100	33850	37600	40650	43650	46650	49650
VERY LOW-INCOME	50	43900	50200	56450	62700	67750	72750	77750	82800
LOW-INCOME	80	70250	80300	90350	100350	108400	116450	124450	132500

REVISED Effective 04-18-2022



Meeting Date: July 27, 2022
Agenda Item: 4D
Subject: Housing Programs Report
Prepared by: Carrie Sabatini, Deputy Executive Director/Director of Housing Programs
Requested Action: Information Only

PUBLIC HOUSING PROGRAM STATUS

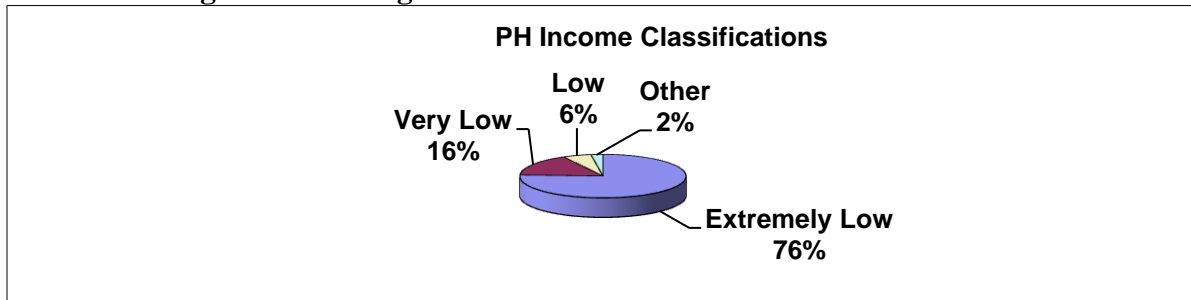
Total Family Members Assisted 718

WAITING LIST STATUS

Current Public Housing Elderly Waiting List 383
 Current Public Housing Family Waiting List 468
 Waiting List Closed 04/19/2021

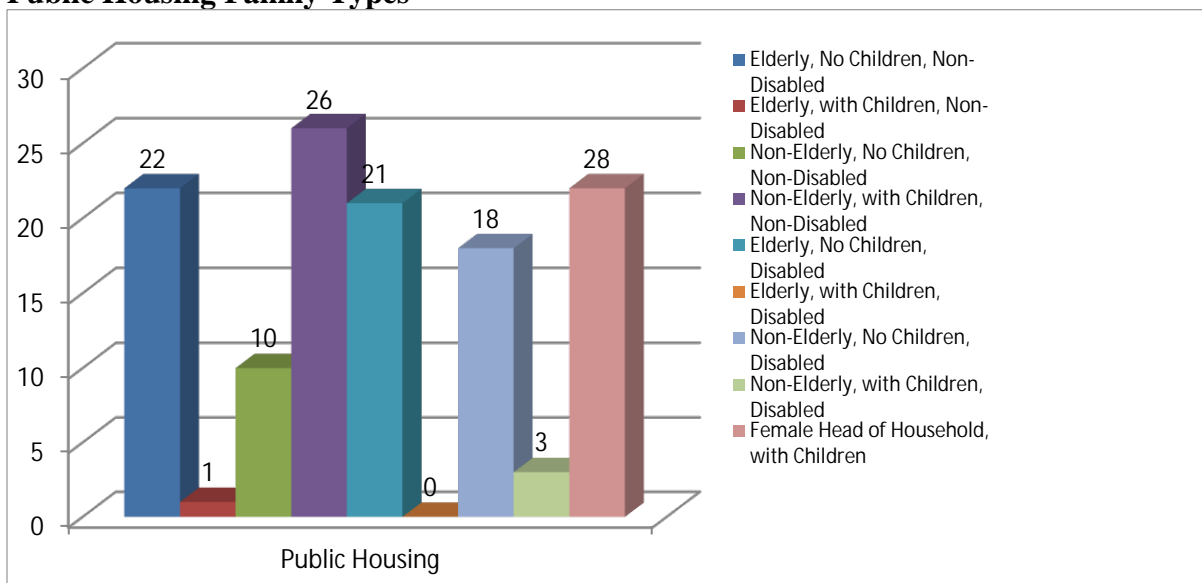
DEMOGRAPHICS

Public Housing Income Categories



EXTREMELY LOW, <= 30% of Median Income; VERY LOW, >30% and <= 50% of Median Income; LOW, > 50% and <= 80% of Median Income; OTHER, > 80% of Median Income

Public Housing Family Types



DEMOGRAPHICS

Reporting Date: May 31, 2022 Page 2

Occupancy By Program

	Units	Units Leased	# of Vacancies	Occupancy %
Public Housing	349	346	3	99%
Agency Owned	189	186	3	98%
TCP Managed Property	225	215	10	96%
Mira Vista Village	303	300	3	99%
	1066	1047	19	98%

RESIDENT SERVICES:

Services are provided in partnership with a wide network of service partners. A partial list of partnering agencies includes Conejo Recreation and Parks District, Senior Concerns, VC United, Ventura County Area Agency on Aging, LifeSTEPS, and Help of Ojai.

For questions on the demographic information, please contact Jim at extension 888 or via email at jmarkot@ahacv.org. For questions on other Housing Programs related information, please contact Carrie at extension 390 or via email at csabatini@ahacv.org.



Meeting Date: July 27, 2022
Agenda Item: 4E
Subject: Housing Assets and Development Report
Prepared by: George McGehee, Jr., Director of Housing Assets
Requested Action: Information Only

UPDATES:

- We continue finalizing all necessary documents to close out the Los Arboles Apartments (Thousand Oaks) roof replacement project. This project was funded by the City of Thousand Oaks with Community Development Block Grant (CDBG) funds with additional funds from the property reserves as noted in the approved FY 2022 budget.
- The domestic water line replacement project continues at Whispering Oaks (Ojai). The project consists of replacing all domestic water lines from the main meter to every unit. The project is expected to be completed by September 2022. This project is being funded through HUD's 2021 Emergency Capital Fund Program (ECFP).
- The 5 year Capital Fund Program (CFP) plan for years 2022-2026 has been updated with additional funding received and has been submitted in HUD's Energy Performance and Information Center (EPIC) for review and approval. Once approved, a one-year plan for fiscal year 2022 can be submitted in EPIC for approval.

DEVELOPMENT UPDATE

Moorpark VI (Scattered Sites):

- The anticipated development of 56 family units on the following six parcels is on hold: 112, 124 & 136 First Street, 224 & 236 Charles Street, and a vacant parcel on Leta Yancy Road.

2800 Barry Street (Camarillo)

- The site is located at 2800 Barry Street (formerly Stockyard Lumber) and is owned by Barry 60 LP. The City named the proposed development Vista Campanario.
- The proposed development includes 68 units of affordable housing, eight of which will be for-sale units.
- We continue working on the design/development of the plans. The updated plans have been submitted to the city's Building and Safety Department for first plan check review. Also, the grading and landscape plans have been submitted for plan check review. Construction is expected to begin in approximately March 2023.

- We continue working with Pleasant Valley Recreation and Parks District (PVPRD) on water conservation measures. It has been determined that we will need to offset 82,000 square feet of turf with drought tolerant planting to meet our water saving measure of 9.95 acre feet per year. We have presented our calculations to the city for approval. Once approved, we will work with the PVPRD on a final design. This requirement is to offset the project's water use with other water savings within the city.
- We are working with SCE and Cal Trans on their respective submittal packages.
- A Tax Credit application was submitted June 30, 2022. Final notification of funding awards will be published September 28, 2022.

Mountain View Homes (Fillmore)

- We continue working with the City towards a final Certificate of Occupancy (Cof O) for the development.
- We continue the gathering of the close out documents for the lenders.

Rancho Sierra (County)

- Rancho Sierra is a 50-unit permanent supportive housing development for seniors located near Camaillo in unincorporated Ventura County at 1732 Lewis Road adjacent to Casa Pacifica and Villa Calleguas.
- We were notified on June 15, 2022 that TCAC approved Tax Credits for the project.
- The project is currently progressing through the design and development phase of the project. The first round of plan check has been submitted by RRM to the County's Building and Safety Department for review. The project will utilize conventional building methods as well as modular construction to minimize cost and schedule.
- We are working with Prefab Logic who will provide the coordination of the modular portion of the project. The final design phase with Prefab Logic has been completed. Prefab has provided the design to four manufacturers for review and pricing for the project.
- Two manufacturers provided proposals for the project. Both were interviewed and a final decision will be made the first week in August 2022.
- Cannon Constructors is providing the pre-construction services including value engineering ideas for the development.
- Construction is anticipated to start approximately December 2022.

Please contact me at extension 520 or via email at gmcgehee@ahacv.org to discuss your individual questions.



Meeting Date: July 27, 2022

Agenda Item: 6

Subject: **Resolution No. 1127 - A Resolution of the Area Housing Authority of the County of Ventura Reauthorizing Remote Teleconference Meetings of the Board of Commissioners of the Area Housing Authority of the County of Ventura for the Period of 30 Days Pursuant to the Ralph M. Brown Act**

Prepared by: **James McDermott, Esq. and Ian Elsenheimer, Ferguson Case Orr Paterson LLP
Michael Nigh, Executive Director**

Requested Action: **Review, Motion, Second, Discuss, Roll Call Vote**

On March 4, 2020 the State of California declared a public health emergency, which was then followed by County of Ventura's declaration on March 12, 2020. In addition, the Brown Act's¹ requirements for conducting public meetings via teleconference were suspended to facilitate social distancing recommendations and orders and the remote work environment that all employers faced. (Exec. Order N-29-20 § 3; Exec. Order N-08-21 § 42.).

In response to declarations of both a State and local emergency, the Board of Commissioners approved Declaration of a Public Health Emergency No. 20-01 authorizing the executive management team to implement recommended actions to ensure the health of our employees, clients, and the general public. As allowed by the State of California, AHA's public meetings, including the Board of Commissioner's monthly meeting, have been held via teleconferencing.

In September, the Governor signed Assembly Bill (A.B.) 361, amending Government Code § 54935 to provide more clarity on the Brown Act's rules and restrictions surrounding the use of teleconferencing to conduct public meetings during a proclaimed state of emergency. On September 21 and November 15, 2021, Dr. Robert Levin, Ventura County Health Officer, issued recommendations to continue practicing social distancing measures throughout Ventura County, including continuing to implement 100 % remote meetings of all legislative bodies in Ventura County, to prevent and minimize the spread of COVID-19. To date, these recommendations remain in effect.

¹ The Brown Act provides that if a legislative body elects to use teleconferencing, then it must identify each teleconference location in the public notice and agenda and post agendas at all teleconference locations. (Gov. Code § 54953(b)(3).) All teleconference locations must be publicly accessible and there must be an opportunity for public comment at each teleconference location. (Gov. Code § 54953(b)(3).) Additionally, a quorum of the members of the legislative body must participate from locations physically within the jurisdictional boundaries of the agency. (Gov. Code § 54953(b)(3).)

Accordingly, the exemptions included in A.B. 361 **only apply** during a declared state of emergency as defined under the California Emergency Services Act. (Gov. Code §§ 52953(e)(1), (e)(4).) In addition, one of the following circumstances must apply:

- State or local officials have imposed or recommended measures to promote social distancing.
- The legislative body is meeting to determine whether, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
- The legislative body has determined that, as a result of the emergency, meeting in person presents imminent risks to the health or safety of attendees. (Gov. Code § 52953(e)(1).)

When these circumstances apply, an exemption from the Brown Act's existing requirements (i.e., section 52953(b)(3)) creates alternate measures to protect the rights of the public and exempts the agency from complying with the established requirements.

In order to hold a virtual or remote meeting when the emergency and public health and safety criteria are met, the AHA:

- Must provide adequate notice of the meeting and post an agenda as otherwise required by the Brown Act. (Gov. Code § 54953(e)(2)(A).)
- Must ensure that the agenda includes the means by which members of the public may access the meeting and offer public comment (either call-in-option or internet-based service option, or both). (Gov. Code § 54953(e)(2)(B).)
- Is **not required** to list each teleconference location on the agenda nor be physically posted at each teleconference location (Gov. Code § 54953(e)(2)(A)-(B).)
- Must conduct the meeting in a manner that protects the statutory and constitutional rights of the parties and the public appearing. (Gov. Code § 54953(e)(2)(C).)
- Must cease and take no further action on agenda items if a disruption in the public broadcast of the call-in or internet-based meeting service occurs until public access is restored. (Gov. Code § 54953(e)(2)(D).)
- Is prohibited from requiring public comments to be submitted in advance of the meeting and cannot close the comment period or opportunity to register online until the timed public comment period has elapsed. (Gov. Code § 54953(e)(2)(E)-(G).)
- Must determine **every 30 days** whether the circumstances for the exemption still apply by demonstrating it reconsidered the circumstances of the state of emergency and that one of the following circumstances exists:
 - The emergency continues to directly impact the ability of members to safely meet in person, or
 - State or local officials continue to impose or recommend measures to propose social distancing.” (Gov. Code § 54953(e)(3).)
 - If the AHA **does not make these findings** by majority vote, then it will no longer be exempt from the physical public access, quorum, and public comment opportunity rules applied to teleconference meetings under subsection 54953(b)(3).

On November 29, 2021, December 27, 2021, January 26, 2022, February 23, 2022, March 23, 2022, April 22, 2022, May 18, 2022, May 25, 2022, June 22, 2022, and July 20, 2022, the Board of Commissioners adopted Resolution Nos. 1109, 1110, 1111, 1112, 1114, 1117, 1118, 1120, 1121, and 1126, respectively, reauthorizing the AHA's governing body to conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953 for 30 days. Staff requests approval of Resolution No. 1127 reauthorizing the AHA to conduct public meetings via teleconferencing pursuant to the requirements established by A.B. 361.

Enclosed: Draft Resolution No. 1127



RESOLUTION NO. 1127

A RESOLUTION OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA REAUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF COMMISSIONERS OF THE AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA FOR THE PERIOD OF 30 DAYS PURSUANT TO THE RALPH M. BROWN ACT

At a duly constituted Regular Meeting of the Board of Commissioners of the Area Housing Authority of the County of Ventura, a public body, corporate and politic (the "AHA"), held on July 27, 2022 the following resolution was adopted:

WHEREAS, the AHA is committed to continuing to preserve and nurture public access and participation in meetings of the Board of Commissioners; and

WHEREAS, all meetings of AHA's Board of Commissioners are open and public, as required by the Ralph M. Brown Act, codified in California Government Code section 54950 et seq. ("Brown Act"), so that any member of the public may attend, participate, and watch the AHA's Board of Commissioners conduct its business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on October 27, 2021, the Board of Commissioners adopted Resolution No. 1105, which authorized the AHA's governing body to conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953; and

WHEREAS, Government Code section 54953(e)(1) further provides that, if a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, then in order to continue to teleconference without compliance with the requirements of Government Code section 54953(b)(3), the legislative body must make certain findings by majority vote every thirty (30) days; and

WHEREAS, those findings include: (i) that the legislative body has reconsidered the circumstances of the state of emergency; and (ii) any of the following circumstances exist: (a) the state of emergency continues to directly impact the ability of members to meet safely in person; or (b) state or local official continue to impose or recommend measures to promote safe social distancing; and

WHEREAS, on November 29, 2021, December 27, 2021, January 26, 2022, February 23, 2022, March 23, 2022, April 22, 2022, May 18, 2022, May 25, 2022, June 22, 2022, and July 20, 2022, the Board of Commissioners adopted Resolution Nos. 1109, 1110, 1111, 1112, 1114, 1117, 1118, 1120, 1121, and 1126, respectively, reauthorizing the AHA's governing body to conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953; and

WHEREAS, the Board hereby finds that the state of emergency proclaimed by Governor Gavin Newsom on March 4, 2020, remains in effect, and that the recommendation to continue practicing social distancing measures throughout Ventura County, including continuing to implement 100 % remote meetings of all legislative bodies in Ventura County by Dr. Robert Levin, Ventura County Health Officer issued on September 21st and revised on November 15, 2021 remains in effect; and

WHEREAS, the Board has reconsidered the circumstances giving rise to Governor Gavin Newsom's March 4, 2020, state of emergency, and hereby finds that the conditions giving rise to this state of emergency continue to directly impact

the ability of members to meet safely in person and pose imminent risk to attendees, and will continue to cause conditions of peril to the safety of persons within the jurisdiction of the AHA that are likely to be beyond the control of services, personnel, equipment, and facilities of the AHA; and

WHEREAS, as a consequence of the foregoing, the Board of Commissioners does hereby find that the AHA's governing body shall continue to conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that it shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Area Housing Authority of the County of Ventura that the Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

FURTHER RESOLVED, the Board of Commissioners shall continue to conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953 and that it shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953.

FURTHER RESOLVED, the Executive Director/CEO or designee and the Board of Commissioners of the AHA are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

FURTHER RESOLVED, this Resolution shall take effect immediately upon its adoption and shall be effective for 30 days or until such time as the Board of Commissioners adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Commissioners of the Area Housing Authority of the County of Ventura may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

FURTHER RESOLVED that this Resolution shall take immediate effect from and after its passage and approval.

DATED: July 27, 2022

JORGEN NIELSEN, CHAIR
Area Housing Authority Board of Commissioners

STATE OF CALIFORNIA
COUNTY OF VENTURA

I, Michael Nigh, Executive Director of the Area Housing Authority of the County of Ventura, do hereby certify that the above and foregoing Resolution was duly passed and adopted by the Commissioners of the Area Housing Authority of the County of Ventura at a Regular Meeting thereof held on July 27, 2022 by the following vote of the members thereof:

AYES:

NOES:

ABSTAIN:

ABSENT:

MICHAEL NIGH, EXECUTIVE DIRECTOR
Area Housing Authority of the County of Ventura



Meeting Date: July 27, 2022
Agenda Item: 7
Subject: Approval of Project-Based Voucher Housing Assistance Payment Contracts – Unincorporated
Prepared by: Carrie Sabatini, Deputy Executive Director/Director of Housing Programs
Requested Action: Motion to Approve, Second, Discuss, Roll Call Vote

In April 2022, the Area Housing Authority of the County of Ventura (AHA) issued a Request for Proposals (RFP) for developers of new construction housing units interested in participating in the project-based voucher program (PBV) in the unincorporated areas of Ventura County. PBV assistance is attached to a specific unit, rather than moving with the tenant. The PBV program is designed to ensure affordability at even the lowest income levels, as well as to expand housing opportunities. In the RFP, the AHA made up to fifty (50) vouchers available for such assistance. In accordance with the Section 8 Administrative Plan and HUD regulations, the solicitation was run twice in the Ventura County Star and was posted on the AHA website. Proposals were due on May 10, 2022.

One proposal was submitted. Rancho Sierra Senior Apartments requested forty-nine (49) PBVs. The AHA reviewed the submission based upon the criteria established in the RFP. The proposal met all the requirements and is recommended for approval.

Therefore, it is respectfully requested that the Board approve the selection of assistance for Rancho Sierra Senior Apartments and authorize the Executive Director to enter into an Agreement to enter into a Housing Assistance Payment contract (AHAP) and a Housing Assistance Payment (HAP) Contract upon completion of construction to provide project-based assistance to forty-nine (49) vouchers requested for a period of up to 20 years.

Please contact me at extension 390 or via email at csabatini@ahacv.org in order to discuss your individual questions.



Meeting Date: July 27, 2022

Agenda Item: 8

Subject: Approval of Project-Based Voucher Housing Assistance Payment Contracts - Camarillo

Prepared by: Carrie Sabatini, Deputy Executive Director/Director of Housing Programs

Requested Action: Motion to Approve, Second, Discuss, Roll Call Vote

In May 2022, the Area Housing Authority of the County of Ventura (AHA) issued a Request for Proposals (RFP) for owners of new construction housing units interested in participating in the project-based voucher program (PBV) in the City of Camarillo. PBV assistance is attached to a specific unit, rather than moving with the tenant. The PBV program is designed to ensure affordability at even the lowest income levels, as well as to expand housing opportunities. In the RFP, the AHA made up to seventy-five (75) vouchers available for such assistance. In accordance with the Section 8 Administrative Plan and HUD regulations, the solicitation was run twice in the Ventura County Star and was posted on the AHA website. Proposals were due on June 9, 2022.

One proposal was submitted. Vista Campanario Apartments requested fifty-nine (59) PBVs. The AHA reviewed the submission based upon the criteria established in the RFP. The proposal met the requirements and is recommended for approval. Because the AHA has some ownership interest in this property, HUD requires an independent entity to review the selection to ensure it meets the criteria and was conducted properly. HUD's guidance states that the unit of local government is approved independent entity to make such a review. Accordingly, on July 22, 2022, the City of Camarillo reviewed the PBV selections and certified the selection was performed properly and in accordance with the Administrative Plan and HUD requirements.

Therefore, it is respectfully requested that the Board approve the selection of assistance for this property and authorize the Executive Director to enter into an Agreement to enter into a Housing Assistance Payment contract (AHAP) and a Housing Assistance Payment (HAP) contract upon completion of construction for the property to provide project-based assistance for up to the fifty-nine (59) vouchers requested for a period of up to 20 years.

Please contact me at extension 390 or via email at csabatini@ahacv.org in order to discuss your individual questions.



Meeting Date: July 27, 2022
Agenda Item: 9
Subject: Staff Comments
Prepared by: Staff
Requested Action: Information Only

Staff will provide comments and updates as needed.



Meeting Date: July 27, 2022
Agenda Item: 10
Subject: Executive Director Comments
Prepared by: Michael Nigh, Executive Director
Requested Action: Information Only

The Executive Director will provide updates as needed.