

**HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ**  
**AGENDA OF THE REGULAR BOARD MEETING**

**March 24, 2021**

**11:30 a.m.**

TO BE HELD AT:

**HOUSING AUTHORITY OFFICES**

2160 41<sup>st</sup> Avenue, Capitola, CA 95010

- Due to the shelter-in-place directive, in lieu of attending the meeting in person, members of the public are invited to submit their comments via email to [housing@hacosantacruz.org](mailto:housing@hacosantacruz.org) prior to the meeting or call into the conference line during the board meeting at **(515) 604-9808 enter the access code: 329215**.

1. Roll Call

**HOUSING AUTHORITY BOARD OF COMMISSIONERS:**

Chairperson Andy Schiffrin	4 year term expires, March 17, 2023
Vice Chairperson Carol Berg	4 year term expires, May 21, 2021
Commissioner Sonja Brunner	4 year term expires, September 1, 2023
Commissioner Ligaya Eligio	2 year term expires, October 18, 2022
Commissioner Rebecca Garcia	4 year term expires, February 10, 2023
Commissioner Annette Melendrez	4 year term expires, September 29, 2023
Commissioner Richard Schmale	2 year term expires, May 12, 2021

2. Consideration of Late Additions and Changes to the Agenda

3. Consent Agenda

A. Minutes of the Regular Meeting held February 24, 2021

Motion to Approve as Submitted

B. Revision to Salary Schedule

Motion to Approve Updated Salary Schedule to Include New Position for Eligibility and Occupancy Assistant Director

4. Oral Communications (All oral communications must be directed to an item not listed on this agenda and must be within the jurisdiction of the Board. Presentations must not exceed three minutes in length. The Board will not take action or respond immediately to any Oral Communication presented, but may choose to follow up at a later time or schedule item for a subsequent agenda. The Board may limit the total amount of time allowed for oral communication). Anyone addressing the Board of Commissioners is asked to complete a card and leave it with the Board secretary so that their names may be accurately recorded in the Minutes.

5. Unfinished Business

6. New Business

A. Public Hearing Review and Consideration of Draft Agency Plan for the Housing Authority of the County of Santa Cruz

Receive Public Comment

Motion to Adopt Resolution No. 2021-01: Authorizing Execution of PHA Certification of Compliance with PHA Plans and Related Regulations; Board Resolution to Accompany the Annual PHA Plan for the Housing Authority of the County of Santa Cruz

7. Written Correspondence
8. Report of Executive Director
9. Reports from Board Members  
(Board members may report on meetings attended, if any, or other items of interest.)
10. Closed Session

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to § 54956.9(b): (1 case)  
Claimant: (Jasmyne Parker) Please note that the Government Tort Claim received in connection with this matter is available for public inspection pursuant to Govt. Code § 54956.9 (e)(3) and 54957.5.

11. Report on Closed Session
12. Adjournment

\*The Housing Authority complies with the Americans with Disabilities Act. If you are a person with disabilities and you require special assistance in order to participate, please contact the Board secretary at 831-454-9455, ext. 201 at least 72 hours in advance of the meeting in order to make arrangements. Persons with disabilities may request a copy of the agenda in an alternative format.

Spanish language translation is available on an as needed basis. Please make arrangements 72 hours in advance by contacting the Housing Authority at 831-454-9455, ext. 280.

*Agendas can be obtained from the Housing Authority of the County of Santa Cruz Administration Department.*

**AGENDA ITEM NO. 1**

Roll Call

Chairperson Schiffrin called the meeting to order at 11:35 a.m. Members present via Zoom meeting Chairperson Schiffrin, Vice Chairperson Berg, Brunner, Commissioners Eligio, Garcia, Melendrez and Schmale

**Members Absent**

None.

**Staff Present**

Jennifer Panetta and Courtney Byrd of the Housing Authority

**AGENDA ITEM NO.**

Consideration of Late Additions or Changes to the Agenda

None.

**AGENDA ITEM NO. 3**

Consent Agenda

Chairperson Schiffrin asked for a motion to approve the Consent Agenda.

Commissioner Garcia had questions on the quarterly financials regarding programs listed with a deficit and how the deficit would be paid. Finance Director Aaron Pomeroy entered the meeting and discussed this with the Board.

Commissioner Brunner moved for the approval of the Consent Agenda; Commissioner Eligio seconded the motion and it as passed by the following vote:

AYES: Commissioners Berg, Brunner, Eligio, Garcia, Melendrez, Schiffrin and Schmale  
NOES: None  
ABSENT: None  
ABSTAIN: None

Agenda Item 3A. Approved the Minutes of the Regular Meeting held January 27, 2021

Agenda Item 3B. Received Quarterly Financial Report

**AGENDA ITEM NO. 4**

Oral Communications

- Due to the shelter-in-place directive, in lieu of attending the meeting in person, members of the public are invited to submit their comments via email to [housing@hacosantacruz.org](mailto:housing@hacosantacruz.org) prior to the meeting or join the Zoom Meeting via this link:

<https://us02web.zoom.us/j/83267346962?pwd=WIVvQnh6TzFPa2dSV1JpZ2YvSW9sQT09>

Or by dialing (408) 638-0968 and entering the Meeting ID: 832 6734 6962 and Passcode: 107819.

HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ, MINUTES OF THE REGULAR MEETING FEBRUARY 24, 2021 AT THE HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ, 2160 41<sup>ST</sup> AVENUE, CAPITOLA, CA 95010

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No emails with comments were submitted and no public members joined the meeting.

**AGENDA ITEM NO. 5** Unfinished Business  
None.

**AGENDA ITEM NO. 6A** Agency Annual Plan

Secretary Panetta brought before the Board for review the Draft Annual Agency Plan for the Housing Authority of the County of Santa Cruz. A copy of this draft plan was provided to our Resident Advisory Board (RAB) for questions and feedback and staff responded to the RAB via telephone and email. Secretary Panetta noted that the Draft Annual Agency Plan is available for public review on the Housing Authority website. The public hearing, for the discussion of said Agency Plan, will take place at the March 24, 2021 Regular Meeting. This meeting date is being published in a Public Notice in the Santa Cruz Sentinel, Registered Pajaronian and the Hollister Freelance. Secretary Panetta and the Board went through the changes to the Agency Plan that was included in this month's Board Packet. Secretary Panetta also informed the Board that due the Streamlined Voluntary Conversion, the Housing Authority will no longer need to do an Admissions and Continued Occupancy Policy. A discussion followed. The Board thanked staff for their work on the Annual PHA Plan.

**AGENDA ITEM NO. 6B** Moving to Work Demonstration Program

Secretary Panetta reminded the Board that HUD has established a demonstration program called Moving To Work (MTW). The goal of the demonstration program is to allow a small group of PHAs to design and test innovative, locally designed housing and self-sufficiency strategies for low-income families by permitting PHAs to use funding from the Section 8 and Low Income Housing Program interchangeably and by allowing wide ranging flexibility with regards to program regulations. MTW agencies will be added to in four cohorts. The Board of Commissioners and staff declined to apply for participation in cohorts 1 – 3, concluding that we were either ineligible, or that the strategies required to be tested by participating agencies would not benefit our Agency or our community. HUD has recently provided guidance regarding the final MTW cohort for landlord incentives, and has invited interested PHAs to apply. Staff has reviewed the guidance and does not recommend applying for MTW designation at this time. With New Horizons, the Housing Authority would have much more flexibility with that funding. A discussion followed.

**AGENDA ITEM NO. 7** Written Correspondence  
None.

**AGENDA ITEM NO. 8** Report of Executive Director

Executive Director Panetta updated the Board on the status of the proposed housing development at Natural Bridges.

HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ, MINUTES OF THE REGULAR MEETING FEBRUARY 24, 2021 AT THE HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ, 2160 41<sup>ST</sup> AVENUE, CAPITOLA, CA 95010

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Executive Director Panetta gave the Board a legislative update.

**AGENDA ITEM NO. 9** Reports from Board Members

Commissioner Garcia reported to the Board that the City of Watsonville City Council passed two resolutions last night for new housing developments with affordable housing to be built in Watsonville.

**AGENDA ITEM NO. 10** Closed Session  
None.

**AGENDA ITEM NO. 11** Report on Closed Session  
None.

**AGENDA ITEM NO. 12** Adjournment

The Board of Commissioners meeting was adjourned at 12:20 p.m.

I hereby certify that these minutes were approved by the Housing Authority of the County of Santa Cruz, on the Twenty Fourth of March 2021.

\_\_\_\_\_  
Chairperson of the Authority

ATTEST: \_\_\_\_\_

Secretary

## AGENDA ITEM SUMMARY

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**MEETING DATE:** March 24, 2021

**ITEM NUMBER:** 3B

**FROM:** Executive Director

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**SUBJECT:** Revision to Salary Schedule

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**RECOMMENDATION:** Approve Updated Salary Schedule to Include New Position for Eligibility and Occupancy Assistant Director

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**BACKGROUND SUMMARY:**

The Eligibility and Occupancy Department is the largest department in our Agency, and is responsible for a wide variety of functions including annual re-examinations, and adjustments of subsidy to reflect changes in income and household composition. Staff wish to add an Assistant Director position at this time, to bring the organizational structure of the Eligibility and Occupancy department in alignment with the Property Management Department, which does have both a Director and Assistant Director. The addition of an Eligibility and Occupancy Assistant Director would also help to increase the capacity of our staff and assist in succession planning.

We are requesting the approval of the new position on our salary chart ahead of the development of next year's budget. If approved, the position will be included in the draft budget presented to the Board this Spring. Attached is a draft revision to the salary schedule, reflecting the new position at Range 41 along with the Property Management Assistant Director, based on consultation with and recommendation from Koff and Associates, who recently conducted our compensation study.

**RECOMMENDATION:** Approve Updated Salary Schedule to Include New Position for Eligibility and Occupancy Assistant Director

Housing Authority of the County of Santa Cruz

**Salary Range/Step Chart**

Effective 1/3/2021

Approved by the Board of Commissioners on 12/2/2020 with revisions subject to Board approval on 3/24/21

Job Title	Range	Monthly					Hourly				
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
Administrative Clerk I	8	3241	3403	3574	3753	3940	18.70	19.63	20.62	21.65	22.73
*	9	3323	3489	3663	3846	4039	19.17	20.13	21.13	22.19	23.30
*	10	3406	3576	3754	3942	4139	19.65	20.63	21.66	22.74	23.88
*	11	3491	3664	3848	4040	4243	20.14	21.14	22.20	23.31	24.48
Administrative Clerk II	12	3578	3756	3945	4141	4349	20.64	21.67	22.76	23.89	25.09
Receptionist											
*	13	3668	3851	4044	4245	4458	21.16	22.22	23.33	24.49	25.72
*	14	3760	3947	4144	4351	4569	21.69	22.77	23.91	25.10	26.36
Account Clerk II	15	3853	4046	4248	4460	4683	22.23	23.34	24.51	25.73	27.02
Administrative Clerk III	16	3949	4146	4354	4573	4800	22.78	23.92	25.12	26.38	27.69
Administrative Clerk III - Maintenance											
Assistant Migrant Ctr. Maintenance Mgr.											
Maintenance Worker I											
*	17	4047	4250	4463	4685	4921	23.35	24.52	25.75	27.03	28.39
*	18	4150	4356	4574	4803	5044	23.94	25.13	26.39	27.71	29.10
*	19	4254	4465	4689	4923	5169	24.54	25.76	27.05	28.40	29.82
Administrative Clerk IV	20	4359	4578	4807	5046	5299	25.15	26.41	27.73	29.11	30.57
Eligibility & Occupancy Specialist											
Maintenance Worker II	21	4469	4692	4926	5172	5431	25.78	27.07	28.42	29.84	31.33
Accounting Technician	22	4579	4808	5049	5302	5567	26.42	27.74	29.13	30.59	32.12
Housing Program Specialist											
Housing Inspector	23	4694	4930	5176	5434	5706	27.08	28.44	29.86	31.35	32.92
Housing Resource Specialist											
Leasing Specialist											
Property Specialist											
Senior Eligibility & Occupancy Specialist											
*	24	4812	5053	5306	5571	5848	27.76	29.15	30.61	32.14	33.74
Accounting Specialist	25	4931	5179	5437	5710	5996	28.45	29.88	31.37	32.94	34.59

<b>Executive Secretary</b>	<b>26</b>	5056	5307	5573	5852	6145	29.17	30.62	32.15	33.76	35.45
*	<b>27</b>	5181	5441	5713	5999	6299	29.89	31.39	32.96	34.61	36.34
<b>Eligibility &amp; Occupancy Spec. Supervisor</b>	<b>28</b>	5311	5576	5855	6148	6457	30.64	32.17	33.78	35.47	37.25
<b>Housing Program Specialist Supervisor</b>											
<b>Housing Resource Specialist Supervisor</b>											
<b>Program Integrity Specialist</b>											
<b>Administrative Services Supervisor</b>	<b>29</b>	5444	5717	6003	6302	6618	31.41	32.98	34.63	36.36	38.18
<b>Maintenance Coordinator</b>											
*	<b>30</b>	5580	5859	6152	6460	6783	32.19	33.80	35.49	37.27	39.13
*	<b>31</b>	5720	6006	6306	6621	6952	33.00	34.65	36.38	38.20	40.11
*	<b>32</b>	5862	6155	6464	6786	7126	33.82	35.51	37.29	39.15	41.11
<b>Accountant</b>	<b>33</b>	6009	6309	6625	6956	7304	34.67	36.40	38.22	40.13	42.14
*	<b>34</b>	6160	6467	6791	7131	7486	35.54	37.31	39.18	41.14	43.19
<b>Administrative Analyst</b>	<b>35</b>	6313	6628	6961	7308	7673	36.42	38.24	40.16	42.16	44.27
<b>Facilities Manager</b>											
<b>Computer Tech. Support Analyst</b>	<b>36</b>	6471	6795	7134	7491	7866	37.33	39.20	41.16	43.22	45.38
<b>Senior Accountant</b>	<b>37</b>	6633	6965	7313	7679	8062	38.27	40.18	42.19	44.30	46.51
*	<b>38</b>	6798	7140	7495	7871	8265	39.22	41.19	43.24	45.41	47.68
*	<b>39</b>	6968	7318	7684	8067	8471	40.20	42.22	44.33	46.54	48.87
<b>Senior Administrative Analyst</b>	<b>40</b>	7143	7500	7875	8270	8682	41.21	43.27	45.43	47.71	50.09
<b>Property Management Assistant Director</b>	<b>41</b>	7322	7687	8072	8476	8899	42.24	44.35	46.57	48.90	51.34
<b>Eligibility &amp; Occupancy Assistant Director</b>											
*	<b>42</b>	7505	7880	8273	8687	9123	43.30	45.46	47.73	50.12	52.63
*	<b>43</b>	7693	8077	8481	8904	9350	44.38	46.60	48.93	51.37	53.94
<b>Controller</b>	<b>44</b>	7885	8278	8693	9128	9584	45.49	47.76	50.15	52.66	55.29
<b>Information Technology Coordinator</b>											
<b>Management Analyst</b>											
<b>Human Resources Director</b>	<b>45</b>	8083	8486	8909	9355	9823	46.63	48.96	51.40	53.97	56.67
*	<b>46</b>	8284	8698	9133	9589	10069	47.79	50.18	52.69	55.32	58.09
*	<b>47</b>	8492	8916	9362	9830	10320	48.99	51.44	54.01	56.71	59.54
<b>Property Management Director</b>	<b>48</b>	8703	9138	9596	10074	10579	50.21	52.72	55.36	58.12	61.03
<b>Eligibility &amp; Occupancy Director</b>	<b>49</b>	8921	9367	9835	10327	10844	51.47	54.04	56.74	59.58	62.56
<b>Administrative Services Director</b>	<b>50</b>	9143	9601	10081	10585	11114	52.75	55.39	58.16	61.07	64.12
*	<b>51</b>	9372	9840	10332	10849	11391	54.07	56.77	59.61	62.59	65.72
*	<b>52</b>	9606	10086	10591	11121	11677	55.42	58.19	61.10	64.16	67.37
<b>Finance Director</b>	<b>53</b>	9847	10339	10856	11398	11969	56.81	59.65	62.63	65.76	69.05
*	<b>54</b>	10093	10598	11128	11684	12269	58.23	61.14	64.20	67.41	70.78

*	<b>55</b>	10345	10863	11405	11976	12575	59.68	62.67	65.80	69.09	72.55
*	<b>56</b>	10605	11135	11691	12275	12889	61.18	64.24	67.45	70.82	74.36
*	<b>57</b>	10870	11412	11983	12582	13211	62.71	65.84	69.13	72.59	76.22
*	<b>58</b>	11140	11698	12282	12896	13543	64.27	67.49	70.86	74.40	78.13
*	<b>59</b>	11419	11989	12589	13218	13881	65.88	69.17	72.63	76.26	80.08
<b>Deputy Executive Director</b>	<b>60</b>	11705	12289	12905	13549	14227	67.53	70.90	74.45	78.17	82.08
*	<b>61</b>	11998	12598	13227	13889	14583	69.22	72.68	76.31	80.13	84.13
*	<b>62</b>	12298	12912	13558	14236	14948	70.95	74.49	78.22	82.13	86.24
*	<b>63</b>	12605	13236	13896	14591	15321	72.72	76.36	80.17	84.18	88.39
*	<b>64</b>	12920	13565	14245	14957	15704	74.54	78.26	82.18	86.29	90.60
*	<b>65</b>	13243	13905	14600	15330	16097	76.40	80.22	84.23	88.44	92.87
*	<b>66</b>	13574	14253	14966	15714	16500	78.31	82.23	86.34	90.66	95.19
*	<b>67</b>	13913	14609	15340	16106	16912	80.27	84.28	88.50	92.92	97.57
<b>Executive Director</b>	<b>68</b>	14262	14974	15723	16508	17335	82.28	86.39	90.71	95.24	100.01

## AGENDA ITEM SUMMARY

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**MEETING DATE:** March 24, 2021

**ITEM NUMBER:** 6A

**FROM:** Executive Director

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**SUBJECT:** Public Hearing, Review and Consideration of Draft Agency Plan for the Housing Authority of the County of Santa Cruz

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**RECOMMENDATION:** **Adopt Resolution No. 2021-01:** Authorizing Execution of PHA Certification of Compliance with PHA Plans and Related Regulations; Board Resolution to Accompany the Annual PHA Plan for the Housing Authority of the County of Santa Cruz

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### **BACKGROUND SUMMARY:**

An Annual Agency Plan has been prepared for the Housing Authority of the County of Santa Cruz, as required by HUD. The purpose of the Agency Plan is to provide a resource by which HUD, participants in PHA programs, and other members of the public may locate basic information about the PHA, as well as basic discretionary PHA policies, rules and requirements concerning operations, programs and services.

Last month, the Board of Commissioners reviewed and discussed a draft of the Agency Plan and related documents. A copy of the draft Annual PHA Plan and associated documents is available to the public on the Housing Authority website. Beginning on February 4, 2021, and running weekly through March 24, 2021, a notice informing the public of the opportunity to review the Agency Plan, soliciting comments, and stating the time, date and place of the public hearing to consider the plan, is being published in English and Spanish in the Santa Cruz Sentinel, the Watsonville Pajaronian, and the Hollister Freelance.

The plans will not be considered complete until after the Board of Commissioners receives all public comment on the Plans, the Board makes any modifications they deem appropriate and the Chairperson is authorized to execute a resolution authorizing Execution of PHA Certifications of Compliance with PHA Plan and Related Regulations for Standard and Streamlined PHA Plans. This resolution and certification is now recommended to be adopted by the board.

**RECOMMENDATION:** **Adopt Resolution No. 2021-01:** Authorizing Execution of PHA Certification of Compliance with PHA Plans and Related Regulations; Board Resolution to Accompany the Annual PHA Plan for the Housing Authority of the County of Santa Cruz

HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications  
Resolution 2021-01**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 7/01/2021, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

The Housing Authority of the County of Santa Cruz  
PHA Name

CA072  
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2021

5-Year PHA Plan for Fiscal Years 20\_\_\_\_ - 20\_\_\_\_

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I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

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Name of Authorized Official  <b>Andy Schiffrin</b>	Title <b>Chairperson</b>
Signature	Date

## AGENDA ITEM SUMMARY

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**MEETING DATE:** March 24, 2021

**ITEM NUMBER:** 8

**FROM:** Executive Director

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**SUBJECT:** Executive Director's Report – March 24, 2021

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**RECOMMENDATION:** Receive Report

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### **BACKGROUND SUMMARY:**

Please call or e-mail me with questions you might have on any of the Agenda Items for the March 24, 2021 meeting. I would be happy to give you additional background or answer any of your questions in advance of the meeting. My direct phone number is (831) 454-5931 and my email address is [jennyp@hacosantacruz.org](mailto:jennyp@hacosantacruz.org).

**Natural Bridges** – The Housing Authority of the County of Santa Cruz submitted a pre-development application for the affordable units on Natural Bridges Drive to the City of Santa Cruz in November. Last month we received comments from the City. The comments do not raise any significant concerns, but did require some changes including increasing the width of the driveways from 12 feet to 14 feet to accommodate emergency vehicles. Based on information from the City, staff and the Board Subcommittee have considered two approaches to zoning, with one approach being to apply for a Special Use Permit for an SRO project, or alternatively to move forward as a Studio project, which does not require a Special Use Permit, and seems to be the most straightforward path. Thatcher and Thompson have provided information to the subcommittee, proposing to move forward as a studio project. Once we have received approval of this direction, we will also begin working on related items including a draft proforma, hiring an arborist, conducting an archaeological review of the site, and preparing to conduct a community outreach meeting.

**Buena Vista Migrant Center Well Water** – The State of California has recently changed the allowable thresholds for the amount of PFOA and PFOS in drinking water, from 70 parts per trillion (ppt), which mirrors the federal threshold, to 10 ppt for PFOA and 40 ppt for PFOS. The well providing water to the Buena Vista Migrant Center and Tierra Alta has levels of PFOA that have been detected at slightly more than the new threshold. The Housing Authority uses a third-party vendor (Natural Systems Utilities out of Napa) to service, test and maintain compliance with the water system at Buena Vista. The Housing Authority also works closely with Nathan Salazar of the County of Santa Cruz Environmental Health Department, to assist in monitoring and maintaining compliance of the system. All of the required monitoring reports/lab test results are given to the County of Santa Cruz Environmental Health

Department as directed by various State monitoring orders. Based on the most recent tests, we have been required to provide notification to the County Board of Supervisors and residents at Buena Vista Migrant Center and Tierral Alta, which we did. Since there is only one well at Buena Vista and the concentrations are not considerably greater than the notification level, the well will stay in service right now and continue to be monitored by NSU, Environmental Health and the State Water Board. We are working with Natural Systems Utilities and various agencies to develop a plan to bring the well water into compliance with the new requirements. Additional information about those remediation measures and their costs will be provided when available.

**Legislative Update** – On March 11<sup>th</sup>, President Biden signed the American Rescue Plan Act. The Rescue Act’s provisions include a robust package of \$47 billion in aid to reduce housing instability, homelessness, and other hardship, including 21.6 billion in additional funding for Emergency Rental Assistance, nearly doubling the size of the existing program (which launched March 15<sup>th</sup> and is currently available to County residents) for low-income renters who have lost income or are otherwise experiencing COVID related hardships. The act also includes \$5 billion for “Emergency Vouchers” for people who are experiencing or are at risk of homelessness. These emergency vouchers would continue to provide rental assistance indefinitely to the voucher recipients, but would sunset over time through attrition, as PHAs would not be permitted to reissue those vouchers upon turnover. The Department will notify PHA of the number of Emergency Vouchers they have been awarded within 60 days of the Act being signed into law.

Marcia L. Fudge was officially sworn in as the eighteenth Secretary of Housing and Urban Development.

The U.S. Department of Homeland Security (DHS) announced they will no longer defend the 2019 Public Charge rule and have withdrawn their appeal of an Illinois court decision invalidating the 2019 Public Charge rule. The result of DHS’s action is that the court’s decision striking down the 2019 Public Charge rule will become final and the rule will not be implemented.