

**MINUTES OF THE  
REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA  
November 16, 2017**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on November 16, 2017 at Miller Community Center, 5575 Armitos Avenue, Goleta, California. Chair Doyle convened the meeting at 5:00 p.m.

Upon roll call the following Commissioners were present: Fran Clow, Robert Doyle, Larry Hobbisiefken and John Lizarraga. Mickey Flacks arrived after roll call was taken. Lisa Knox Burns and James Pearson were excused.

Also present were Robert P. Havlicek Jr., Secretary/Executive Director, Jackie Bordon, Executive Secretary, Irene Melton, Director of Finance, John Polanskey, Director of Housing Development, Sanford Riggs, Director of Operations and Irene Vejar, Director of Human Resources.

**INTRODUCTIONS**

New commissioner Larry Hobbisiefken, Mark Manion, Legal Counsel and Maribel Juarez, Lompoc Affordable Housing Manager, were introduced.

**CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL; ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) - Government claim by Juanita Castro and Government claim by Jeffrey Everhard.

Prior to convening the closed session, the Board received a written statement from Juanita Castro, dated November 16, 2017.

The Board adjourned the closed session at 5:34 p.m. It was reported that the Board reviewed, considered and rejected both claims.

**APPROVAL OF MINUTES**

MOTION by Commissioner Lizarraga, second by Commissioner Clow to approve the minutes of the regular meeting of October 19, 2017. Commissioners Flacks and Hobbisiefken abstained, all others voted aye. Motion carried.

**PUBLIC COMMENT PERIOD**

No public comments were received.

**REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR**

The Executive Director offered to answer any questions related to his written report.

## **MINUTES**

**November 16, 2017**

Page 2

The Executive Director reported that an assault took place on November 13<sup>th</sup> at our Sandpiper Apartments property. A male visitor to the property was arrested and is in custody. We have since installed security cameras and additional no trespassing signs on the property.

The "Save My Spot" waiting list update has been completed; 6249 names have been removed from the wait list due to lack of response and approximately 7500 unique names remain.

Irma Zacarias, Section 8 Manager and Maribel Juarez, Lompoc Affordable Manager, both attended the Santa Barbara Foundation needs assessment forum.

The first Yardi Boot Camp has been completed; this training is beneficial for new and existing staff.

The Executive Director and Director of Operations recently attended the Stanley Horn Homes resident meeting. The topics addressed included implementing a "buddy system" for residents to check on each other, landscaping concerns and installation of a camera system to deter uninvited guests from the property.

The Executive Director circulated a "snapshot" document of where we are in the document management process.

The Executive Director and Director of Housing Development attended the "No Place Like Home" meeting on November 15<sup>th</sup>. The meeting was designed to discuss the best use of the funding that will be available.

### **APPROVAL OF OPERATION AND MANAGEMENT REPORTS**

MOTION by Commissioner Clow, second by Commissioner Lizarraga to approve the operation and management reports. All voted aye. Motion carried.

### **APPROVAL OF EXPENDITURES**

**Resolution No. 2714** - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Lizarraga, second by Commissioner Clow to adopt Resolution No. 2714. Irene Melton answered several questions to the satisfaction of the Board. All voted aye. Motion carried.

### **WRITTEN COMMUNICATIONS**

The written communications were noted.

**COMMISSIONERS' ORAL COMMUNICATIONS**

Commissioner Flacks reported on a meeting she attended about adding art to the underpass on State Street in Santa Barbara.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**Resolution No. 2715** – Approval of the Revised Flat Rent Schedule for the Public Housing Program. Motion by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2715. All voted aye. Motion carried.

**Resolution No. 2716** – Recognition of 20 years of service for Favio Trujillo. Motion by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2716. All voted aye. Motion carried.

**Resolution No. 2717** – Recognition of 20 years of service for Debra Caporale. Motion by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2717. All voted aye. Motion carried.

**Resolution No. 2718** – Recognition of 10 years of service for Victor Homma. Motion by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2718. All voted aye. Motion carried.

**Resolution No. 2719** – Recognition of 10 years of service for Leonard Vega. Motion by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2719. All voted aye. Motion carried.

**Resolution No. 2720** – Recognition of 10 years of service for Juan Garcia. Motion by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2720. All voted aye. Motion carried.

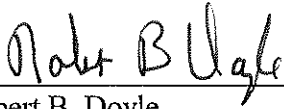
**Resolution No. 2721** – Recognition of 10 years of service for Celina Ochoa. Motion by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2721. All voted aye. Motion carried.

**Resolution No. 2722** – Recognition of 10 years of service for Antonio Giamblanco. Motion by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2722. All voted aye. Motion carried.

MINUTES  
November 16, 2017  
Page 4

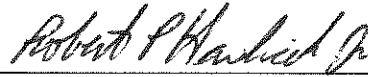
ADJOURNMENT

There being no further business to come before the Board, MOTION by Commissioner Flacks, second by Commissioner Lizarraga to adjourn the meeting at 6:44 p.m. All voted aye. Meeting adjourned.



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Robert B. Doyle  
Chair



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Robert P. Havlicek Jr.  
Secretary/Executive Director