

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA
July 19, 2018**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on July 19, 2018 at 815 West Ocean Avenue, Lompoc, California. Chair Knox-Burns convened the meeting at 5:00 p.m. and called for the Pledge of Allegiance.

Upon roll call the following Commissioners were present: Robert Doyle, Meagan Harmon, Larry Hobbisiefken, Lisa Knox-Burns and John Lizarraga. James Pearson was excused.

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

INTRODUCTIONS

Bob Havlicek introduced Nancy Wesoff, the newly hired Director of Contract Administration and Compliance for Surf Development Company.

APPROVAL OF MINUTES

MOTION by Commissioner Lizarraga, second by Meagan Harmon to approve the minutes of the regular meeting of June 21, 2018. Commissioner Doyle abstained, all others voted aye. Motion carried.

PUBLIC COMMENT PERIOD

No public comments were made.

REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR

The Executive Director reported on the July 12, 2018 Goleta Managers Meeting, these meetings take place in each area to keep everyone informed and updated. Our team will respond to an RFQ by MTD that is due August 6, 2018; Friday, September 21st is a tentative date for The Residences at Depot Street Groundbreaking; we have housed 34 homeless individuals/families since January 2018; an increase in affordable unit vacancy rate is due to the issuance of vouchers; our agency will receive an Award of Merit for Kaizen at the NAHRO Summer Conference in San Francisco; a customer service survey was shared with the Board; CAC has begun the hot meals program for seniors at Cypress Court, there are currently 35 residents and 5 others partaking.

APPROVAL OF OPERATION AND MANAGEMENT REPORTS

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

APPROVAL OF EXPENDITURES

Resolution No. 2745 – Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Harmon, second by Commissioner Lizarraga to adopt Resolution No. 2745. Irene Melton answered several questions related to expenditures. All voted aye. Motion carried.

WRITTEN COMMUNICATIONS

All written communications were noted. Commissioners Doyle and Knox-Burns stated that they plan to attend the annual picnic on August 25, 2018.

COMMISSIONERS ORAL COMMUNICATIONS

Commissioner Knox-Burns reported that she met Frank Thompson for coffee.

UNFINISHED BUSINESS None.

NEW BUSINESS


Resolution No. 2746 – Approval to Write-Off Un-Collectible Tenant Accounts Receivable for the period ended June 30, 2018. MOTION by Commissioner Doyle, second by Commissioner Lizarraga to adopt Resolution No. 2746. All voted aye. Motion carried.

Resolution No. 2747 – Amendment to the HCV Program Administrative Plan – Section 7-II.H. – Add Chance, Inc. as an agency to verify Homeless Preference. MOTION by Commissioner Harmon, second by Commissioner Hobbisiefken to adopt Resolution No. 2747. All voted aye. Motion carried.


Resolution No. 2748 – Authorizing the Executive Director or Designee to execute and take all needed actions in consultation with Special Counsel relative to entering into an Amended and Restated Agreement of Limited Partnership, by First Amendment of said Partnership Agreement, Purchase Option and Right of First Refusal Agreement, Ancillary Agreements and any other agreements for the purpose of developing, maintaining and operating the Home Base on G Project. MOTION by Commissioner Lizarraga, second by Commissioner Doyle to adopt Resolution No. 2748. All voted aye. Motion carried.

ADJOURNMENT

There being no further business to come before the Board, MOTION by Commissioner Lizarraga, second by Commissioner Harmon to adjourn the meeting at 6:22 p.m. All voted aye. Meeting adjourned.



Lisa Knox-Burns
Chair



Robert P. Havlicek Jr.
Secretary/Executive Director