

**MINUTES OF THE  
REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA  
November 13, 2018**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on November 13, 2018 at Miller Community Center, 5575 Armitos Avenue, Goleta, California. Chair Knox-Burns convened the meeting at 5:00 p.m.

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

Also present were Robert P. Havlicek Jr., Secretary/Executive Director, Jackie Bordon, Executive Secretary, John Polanskey, Director of Housing Development, Sanford Riggs, Director of Operations and Irene Vejar, Director of Human Resources. Le' Wanda Croft, Goleta Housing Manager also attended.

**INTRODUCTIONS**

No introductions were made.

**APPROVAL OF MINUTES**

MOTION by Commissioner Lizarraga, second by Commissioner Hobbisiefken to approve the minutes of the regular meeting of October 18, 2018. Commissioners Harmon and Ramirez 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.

He discussed the following items: the reasoning behind including the IT Department Email in his written report; recent in-house Fair Housing and Tax Credit Training; update on the sale of the Boys and Girls Club property in Lompoc; thank you letters from Section 8 participants; the results of a recent REAC inspection at Central Plaza Apartments; staff efforts to re-house a client after a fire at Rancho Hermosa; and the Dashboard for the HCV program as an internal tool.

**HOUSING THE HOMELESS IN SANTA BARBARA COUNTY**

Sanford Riggs, Director of Operations, distributed a handout to the Board that gave an overview of the total HCV applicants pulled and leased since opening the waiting list in May. Those leased include 9% of homeless families and individuals in Santa Barbara County.

**APPROVAL OF OPERATION AND MANAGEMENT REPORTS**

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

**APPROVAL OF EXPENDITURES**

**Resolution No. 2763** - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2763. Bob Havlicek answered several questions to the satisfaction of the Board and also had two follow-up questions for Irene Melton to answer next month. All voted aye. Motion carried.

**WRITTEN COMMUNICATIONS**

There were no written communications.

**COMMISSIONERS' ORAL COMMUNICATIONS**

Commissioner Knox Burns reported on her participation in the Santa Barbara Rental Property Association Golf Tournament that benefits Transition House in Santa Barbara.

Commissioner Doyle was told by the Area Agency on Aging that the Housing Authority was charging clients a \$75.00 application fee. He contact staff and was informed that the Housing Authority is administering the application process for Winslowe Goleta Affordable Ownership Program and that this program does charge a \$75.00 application fee. No fees are charged to apply for rental assistance.

Commissioner Knox Burns also reported that she will be attending a Thank You party hosted by Supervisor Wolf for Second District appointees to boards and commissions.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**Resolution No. 2764** – Approval of the Revised Flat Rent Schedule for the Public Housing Program. Motion by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2764. All voted aye. Motion carried.

**Resolution No. 2765** – Recognition of 40 years of service for Irene F. Vejar. Motion by Commissioner Lizarraga, second by Commissioner Harmon to adopt Resolution No. 2765. All voted aye. Motion carried.

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**Resolution No. 2766** – Recognition of 30 years of service for Jackie D. Bordon. Motion by Commissioner Doyle, second by Commissioner Harmon to adopt Resolution No. 2766. All voted aye. Motion carried.

**Resolution No. 2767** – Recognition of 25 years of service for James D. Harms. Motion by Commissioner Lizarraga, second by Commissioner Doyle to adopt Resolution No. 2767. All voted aye. Motion carried.

**Resolution No. 2768** – Recognition of 20 years of service for Judd Kelly. Motion by Commissioner Lizarraga, second by Commissioner Doyle to adopt Resolution No. 2768. All voted aye. Motion carried.

**Resolution No. 2769** – Recognition of 20 years of service for Rosa Mendoza. Motion by Commissioner Lizarraga, second by Commissioner Doyle to adopt Resolution No. 2769. All voted aye. Motion carried.

**Resolution No. 2770** – Recognition of 15 years of service for Yolanda Villegas. Motion by Commissioner Lizarraga, second by Commissioner Doyle to adopt Resolution No. 2770. All voted aye. Motion carried.

**Resolution No. 2771** – Recognition of 10 years of service for Tami Baez. Motion by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2771. All voted aye. Motion carried.

**Resolution No. 2772** – Recognition of 10 years of service for Martin Mendoza. Motion by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2772. All voted aye. Motion carried.

**Resolution No. 2773** – Recognition of 10 years of service for Darrell Ancheta. Motion by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2773. All voted aye. Motion carried.

**Resolution No. 2774** – Recognition of 10 years of service for Jose Naves. Motion by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2774. All voted aye. Motion carried.

**Resolution No. 2775** – Recognition of 10 years of service for Marjorie Pulver. Motion by Commissioner Lizarraga, second by Commissioner Hobbisiefken to pull Resolution No. 2775. This resolution was included on the agenda in error. All voted aye. Motion carried.

**Resolution No. 2776** – Recognition of 10 years of service for Trudy Bigelow Motion by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2776. All voted aye. Motion carried.

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**ADJOURNMENT**

There being no further business to come before the Board, MOTION by Commissioner Doyle second by Commissioner Lizarraga to adjourn the meeting at 6:05 p.m. All voted aye. Meeting adjourned.



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Lisa Knox Burns  
Chair



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Robert P. Havlicek Jr.  
Secretary/Executive Director