

**MINUTES OF THE  
REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA**  
July 18, 2019

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on July 18, 2019 at 815 West Ocean Avenue, Lompoc, California. Chair Lizarraga 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, Larry Hobbisiefken, Lisa Knox-Burns John Lizarraga, Henry Mercado and James Pearson.

Also present were Robert P. Havlicek, Executive Director, Jackie Bordon, Executive Secretary, Irene Melton, Director of Finance, Beverly Negrete, Quality Control Manager, Sanford Riggs, Director of Operations, Irene Vejar, Director of Human Resources and Nancy Wesoff, Director of Contract Administration & Compliance.

**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 Burns, second by Commissioner Doyle to approve the minutes of the regular meeting of June 20, 2019. All voted aye. Motion carried.

**PUBLIC COMMENT PERIOD**

We received no public comments.

**REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR**

The Executive Director passed around the NAHRO Award of Merit that we received for housing 18% of Santa Barbara County's homeless population in 2018. He also reported that our agency has purchased a LinkedIn Learning Group subscription for all staff; we have a scheduled a Caretaker Training Series for July/August/September due to suggestions received at last year's Winter Staff Meeting; we have also joined Coastal Housing Partnership to helpfully assist staff with first time home buying; one of our residents has been awarded a \$2,000 scholarship from CCRC; we have declined the request from Cabrillo Economic Development Corporation for VASH Vouchers; the MTD Board has unanimously selected our team as a development partner for their housing development in south county, this development will provide 220 market rate units, 40 workforce units, 51 affordable units and a lift station.

**APPROVAL OF OPERATION AND MANAGEMENT REPORTS**

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

**APPROVAL OF EXPENDITURES**

**Resolution No. 2804** – Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Pearson, second by Commissioner Mercado to adopt Resolution No. 2804. Irene Melton answered several questions related to expenditures. All voted aye. Motion carried.

**WRITTEN COMMUNICATIONS**

The Board was pleased with our comments related to Verification of Eligible Status submitted to HUD.

Commissioners Doyle and Lizarraga stated that they plan to attend the annual picnic on August 17, 2019.

**COMMISSIONERS ORAL COMMUNICATIONS**

Commissioner Hobbisiefken asked about the camera installation at Parkview Apartments. The installation is on the schedule.

**UNFINISHED BUSINESS** None.

**NEW BUSINESS**

**Resolution No. 2805**– Approval to Write-Off Un-Collectible Tenant Accounts Receivable for the period ended June 30, 2019. MOTION by Commissioner Pearson, second by Commissioner Hobbisiefken to adopt Resolution No. 2805. All voted aye. Motion carried.

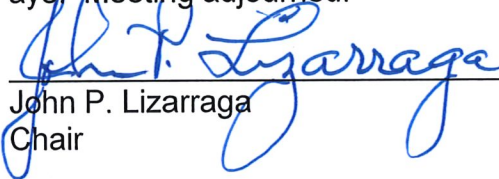
**Resolution No. 2806** – Approval of revised HCV Program Administrative Plan. MOTION by Commissioner Doyle, second by Commissioner Burns to adopt Resolution No. 2806. All voted aye. Motion carried.

**MOTION TO ACCEPT THE HOUSING SUCCESSOR ANNUAL REPORT REGARDING THE LOW AND MODERATE INCOME HOUSING ASSET FUND FOR FY2018 – FORMER GUADALUPE RDA.** MOTION by Commissioner Burns, second by Commissioner Mercado to accept the report. All voted aye. Motion carried.

**Resolution No. 2807** – Approving and Authorizing the Executive Director to take all needed actions to complete the disposition of real property commonly referred to as APN 089-110-007 located at 240 West Pine Street, Lompoc, CA. MOTION by Commissioner Pearson, second by Commissioner Mercado to adopt Resolution No. 2807. All voted aye. Motion carried.

**ADJOURNMENT**

There being no further business to come before the Board, MOTION by Commissioner Pearson, second by Commissioner Hobbisiefken to adjourn the meeting at 6:08 p.m. All voted aye. Meeting adjourned.

  
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John P. Lizarraga  
Chair

  
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Robert P. Havlicek Jr.  
Secretary/Executive Director