

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA
JANUARY 16, 2020**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on Thursday, January 16, 2020 at 815 West Ocean Avenue, Lompoc, California. Chair Pearson convened the meeting at 5:00 p.m.

Upon roll call the following Commissioners were present: Larry Hobbisiefken, Lisa Knox-Burns (via conference call), John Lizarraga, Henry Mercado, Richard Nordlund (via conference call) and James Pearson. Robert Doyle was excused.

Also present were Bob Havlicek, Secretary/Executive Director, Jackie Bordon, Executive Secretary, Sanford Riggs, Director of Operations, Irene Vejar, Director of Human Resources and Nancy Wesoff, Surf Development Director of Contract Administration and Compliance.

INTRODUCTIONS

The Executive Director introduced special guest Rose Riggs.

Unfortunately, FSS Graduate, Carmen Sampson, was unable to attend the meeting. Ms. Sampson's personal biography was shared with the Board.

APPROVAL OF MINUTES

MOTION by Commissioner Lizarraga, second by Commissioner Mercado to approve the minutes of the regular meeting of December 19, 2019. Commissioner Pearson abstained, all others voted aye. Motion carried.

MOTION by Commissioner Burns, second by Commissioner Hobbisiefken to approve the minutes of the annual meeting of December 19, 2019. Commissioner Pearson 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 about his written report. He reported that the agency is officially no longer in Section 8 Shortfall; all telephone greetings on our agency phone system have been updated to make calling us less complicated; a complimentary letter from a resident at Cypress Court was shared; the Executive Director offered a tour of The Residences at Depot Street (prior to construction completion) and asked the Board members to contact Jackie if they are interested, a ribbon cutting will be scheduled in Mid-April 2020.

APPROVAL OF OPERATION AND MANAGEMENT REPORTS

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

APPROVAL OF EXPENDITURES

Resolution No. 2841 - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2841. Irene Melton and Bob Havlicek answered several questions related to expenditures. All voted aye. Motion carried.

WRITTEN COMMUNICATIONS

There were no written communications.

COMMISSIONERS' ORAL COMMUNICATIONS

There were no Commissioner's oral communications.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Resolution No. 2842 – Approval to Write-Off Uncollectible Tenant Accounts Receivable for the period ended December 31, 2019. MOTION by Commissioner Lizarraga, second by Commissioner Mercado to adopt Resolution No. 2842. Bob Havlicek explained the procedure for the benefit of our newest Commissioner. All voted aye. Motion carried.

Resolution No. 2843 – Approving Amendments to the Personnel Policy; Section 6 and 7. MOTION by Commissioner Mercado, second by Commissioner Lizarraga to adopt Resolution No. 2843. All voted aye. Motion carried.

MOTION TO RESCHEDULE THE FEBRUARY 2020 MEETING TO THURSDAY, FEBRUARY 27, 2020. MOTION by Commissioner Burns, second by Commissioner Hobbisiefken to reschedule the regular February meeting; an additional MOTION was made by Commissioner Lizarraga, seconded by Commissioner Mercado to call a special meeting on February 11, 2020 related to development. All voted aye. Motions carried.

CLOSED SESSION

The Board convened the Closed Session at 5:39 p.m. The open meeting was resumed at 6:04 p.m. The following action was taken in Closed Session:

By unanimous vote, the Board approved a five-year contract extension, January 1, 2020 – December 31, 2024 for the Executive Director. A 5% of salary bonus for 2019 was also approved for the Executive Director.

ADJOURNMENT

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



James E. Pearson
Chair



Robert P. Havlicek Jr.
Secretary/Executive Director