

# 09-19-19 Minutes

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA September 19, 2019

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on September 19, 2019 at 815 West Ocean Avenue, Lompoc, California. Chair Lizarraga convened the meeting at 5:00 p.m.

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

Also present were Jackie Bordon, Executive Secretary, Irene Melton, Director of Finance, John Polanskey, Director of Housing Development, and Irene Vejar, Director of Human Resources. Bob Havlicek, Executive Director, attended via telephone.

### INTRODUCTIONS

Staff members in attendance included Debra Jewell, Quality Control Specialist, Beverly Negrete, Quality Control Manager, Sheree Aulman, Construction Contract Coordinator, and Nancy Wesoff, Surf Development Director of Contract Administration and Compliance.

### APPROVAL OF MINUTES

MOTION by Commissioner Burns, second by Commissioner Hobbisiefken to approve the minutes of the regular meeting of August 15, 2019. Commissioner Pearson abstained, all others voted aye. Motion carried.

### PUBLIC COMMENT PERIOD

There were no public comments.

### REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR

The Executive Director offered to answer questions related to his written report. He reported that during the recent fires in Buellton, which caused a power outage, the generator purchased for the Golden Inn and Village was utilized. A recent letter from HUD concerning the 2016 RAD scoring was distributed. The Executive Director also reported that the three-part Caretaker training was well rated by staff.

Commissioner Doyle asked if the parking for Depot Street will be located behind the buildings. This was confirmed.

### APPROVAL OF OPERATION AND MANAGEMENT REPORTS

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

### APPROVAL OF EXPENDITURES

**Resolution No. 2810** - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Pearson, second by Commissioner Burns to adopt Resolution No. 2810. Irene Melton answered several questions related to the expenditure report. All voted aye. Motion carried.

**WRITTEN COMMUNICATIONS**

All written communications were noted.

**COMMISSIONERS' ORAL COMMUNICATIONS**

Commissioner Burns reported that she had spoken with Das Williams concerning the vacant seat on our Board; he told her that he is working on it.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

**PHA CERTIFICATION OF COMPLIANCE WITH PHA PLANS AND RELATED REGULATIONS - BOARD RESOLUTION TO ACCOMPANY THE PHA 2020 FIVE YEAR PLAN:** MOTION by Commissioner Pearson, second by Commissioner Hobbisiefken to approve the Certification and Resolution. All voted aye. Motion carried.

**Resolution No. 2811** - Approval of Capital Fund Program 5-Year Plan. MOTION by Commissioner Pearson, second by Commissioner Doyle to adopt Resolution No. 2811. All voted aye. Motion carried.

**Resolution No. 2812** -Approval of Revised Utility Allowance Schedules for the Low Rent Public Housing Program. MOTION by Commissioner Hobbisiefken, second by Commissioner Mercado to adopt Resolution No. 2812. All voted aye. Motion carried.

**NEW BUSINESS CONTINUED**

**Resolution No. 2813** - Approval of Revised Utility Allowance Schedules for the Section 8 Housing Choice Voucher Program. MOTION by Commissioner Pearson, second by Commissioner Mercado to adopt Resolution No. 2813. All voted aye. Motion carried.

**Resolution No. 2814** - Adoption of 2020 Payment Standards. MOTION by Commissioner Pearson, second by Commissioner Doyle to adopt Resolution No. 2814. All voted aye. Motion carried.

**Resolution No. 2815** - Approving and Authorizing Cooperation with the Housing Authority of the City of Santa Barbara for property located at 657 San Felipe Dr. in the unincorporated area of Santa Barbara County. MOTION by Commissioner Burns, second by Commissioner Hobbisiefken to adopt Resolution No. 2815 All voted aye. Motion carried.

**Resolution No. 2816** - Approving and Authorizing the Executive Director to take all needed actions to complete the lease and maintenance of certain vehicles from Enterprise Fleet Management. MOTION by Commissioner Pearson, second by Commissioner Mercado to adopt Resolution No. 2816. Irene Melton provided a presentation explaining the program and benefits to the Housing Authority. All voted aye. Motion carried.

**ADJOURNMENT**

There being no further business to come before the Board, Motion by Commissioner Pearson, second by Commissioner Doyle to adjourn the meeting at 6:09 p.m. All voted aye. Meeting adjourned.

John P. Lizarraga  
Chair

Robert P. Havlicek Jr.  
Secretary/Executive Director