

06-17-21 Minutes

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA

June 17, 2021

As permitted under the Governor's Executive Order N-25-20, dated March 12, 2020 due to concerns of COVID-19 ("Executive Order"), the members of the Board of Commissioners will participate in the meeting via a teleconference connection at locations that may be located outside of the Agency's jurisdiction. Such locations shall not be publicly disclosed, nor shall such locations be open to the public as is expressly authorized by the Executive Order.

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on June 17, 2021 via teleconference. Chair Pearson convened the meeting at 5:00 p.m.

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

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

PUBLIC COMMENT PERIOD

No public comments were received.

APPROVAL OF MINUTES

MOTION by Commissioner Burns, second by Commissioner Doyle to approve the minutes of the regular meeting of May 20, 2021. All voted aye. Motion carried.

REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR

The Executive Director offered to answer questions related to his written report. He reported that the closing of Central Plaza Apartments is scheduled for tomorrow. The bond allocation for this project expires June 21, 2021.

The Executive Director gave a shout out to Nancy Wesoff as she has been assisting in putting together the monthly Executive Director Report.

The waiting list for Mainstream Vouchers has opened. These vouchers assist non-elderly persons with disabilities. This special population has more challenges leasing units, so we are working with our partners to get these vouchers issued and house people.

We continue to work with our partners and the Santa Maria Police Department to eliminate problems from The Residences at Depot Street. We are making progress.

Commissioner Burns asked what "very serious citations" means regarding inspection deficiencies. Sanford Riggs explained that unresolved deficiencies can have severe financial consequences. Since we have not been inspecting units during COVID, our strategy is to have all units pre-inspected prior to the TCAC inspections.

APPROVAL OF OPERATION AND MANAGEMENT REPORTS

MOTION by Commissioner Lizarraga second by Commissioner Alonso to approve the operation and management reports. Commissioner Burns asked about the second paragraph of the Finance Department Update staff report; There was a typographical error; the last sentence in the second paragraph should have read "With the Housing Authority paying off the Central Plaza CalHFA loan early, this triggered the pre-payment fee." All voted aye. Motion carried.

APPROVAL OF EXPENDITURES

Resolution No. 2918 - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Lizarraga, second by Commissioner Alonso to adopt Resolution No. 2918. Irene Melton answered several questions to the satisfaction of the Board. All voted aye. Motion carried.

WRITTEN COMMUNICATIONS

There were no written communications.

COMMISSIONERS' ORAL COMMUNICATIONS

Commissioner Alonso asked about Cal OSHA newly issued guidelines. Irene Vejar stated that the updated guidelines had not yet been discussed. Our employees have not been asked to provide proof of vaccination and will continue to wear masks inside. We have not yet opened our offices and are working with our architects to make structural changes for client access. Most paperwork is being completed online and staff meets with clients as necessary. Kiosks have been purchased and will allow clients to directly scan and provide documents as well as check their status, etc.

NEW BUSINESS**MOTION TO CONSIDER A FUNDING REQUEST FROM PARTNERS IN HOUSING SOLUTIONS FOR \$35,000.00.**

MOTION by Commissioner Doyle, second by Commissioner Burns to approve funding to Partners in Housing Solutions in the amount of \$35,000.00. All voted aye. Motion carried.

Resolution No. 2919 - Approving Issuance of 189 Project Based Vouchers. Motion by Commissioner Alonso, second by Commissioner Lizarraga to adopt Resolution No. 2919. All voted aye. Motion carried.

ADJOURNMENT

There being no further business to come before the Board, MOTION by Commissioner Alonso, second by Commissioner Doyle to adjourn the meeting at 6:00 p.m. All voted aye. Meeting adjourned.

James E. Pearson
Chair

Robert P. Havlicek, Jr.
Secretary/Executive Director