

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA
January 19, 2017**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on January 19, 2017 at 815 West Ocean Avenue, Lompoc, California. Chair Doyle convened the meeting at 5:00 p.m.

Upon roll call the following Commissioners were present: Fran Clow, Robert Doyle, Mickey Flacks, Lisa Knox-Burns, and John Lizarraga. James Pearson 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, Sanford Riggs, Director of Operations and Irene Vejar, Director of Human Resources.

INTRODUCTIONS

The Executive Director introduced Patricia Limon, Resident Services Specialist. Ms. Limon introduced FSS Graduate Dena Markstone who was accompanied by two of her three children and her mother. The Executive Director presented Ms. Markstone with a Certificate of Completion and her escrow check.

APPROVAL OF MINUTES

MOTION by Commissioner Flacks, second by Commissioner Clow to approve the minutes of the regular meeting of December 15, 2016. All voted aye. Motion carried.

MOTION by Commissioner Lizarraga, second by Commissioner Flacks to approve the minutes of the annual meeting of December 15, 2016. All voted aye. Motion carried.

PUBLIC COMMENT PERIOD

Marsha Waldau expressed an interest in serving on the Board of Commissioners, representing the fourth district.

REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR

The Executive Director offered to answer questions related to his written report. He also reported that although the Golden Inn and Village is fully leased there have been delays in getting some things set up. Commissioner Burns asked if reimbursement has been received from the non-performing electrical contractor. The Executive Director reported that we are working with the General Contractor and will keep the Board apprised.

The Executive Director passed around the Business Mapping Processes for the HCV Leasing process that was prepared by Lean Firm as an example of the work they are doing for our agency.

APPROVAL OF OPERATION AND MANAGEMENT REPORTS

MOTION by Commissioner Clow, second by Commissioner Flacks to approve the operation and management reports. Chair Doyle asked about the timeframe for receiving the developer fee for the Golden Inn and Village; the Executive Director explained that it may take 5-7 years to realize the total fee. All voted aye. Motion carried.

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APPROVAL OF EXPENDITURES

Resolution No. 2686 - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Flacks, second by Commissioner Lizarraga to adopt Resolution No. 2686. Irene Melton answered several questions related to expenditures. All voted aye. Motion carried.

WRITTEN COMMUNICATIONS

The Pescadero Lofts Newsletter was noted.

COMMISSIONERS' ORAL COMMUNICATIONS – None.

UNFINISHED BUSINESS - None.

NEW BUSINESS

Resolution No. 2687 – Approval to Write-Off Uncollectible Tenant Accounts Receivable for the period ended December 31, 2016. MOTION by Commissioner Burns, second by Commissioner Clow to adopt Resolution No. 2687. All voted aye. Motion carried.

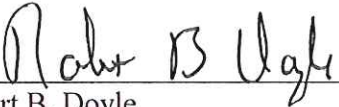
Resolution No. 2688 – Authorization to open accounts with Rabobank or any other appropriate financial institution for Thompson Park Apartments. MOTION by Commissioner Lizarraga, second by Commissioner Clow to adopt Resolution No. 2688. All voted aye. Motion carried.

MOTION TO DESIGNATE COMMISSIONER DELEGATES TO ATTEND THE 2017 NAHRO WASHINGTON CONFERENCE. MOTION by Commissioner Clow, second by Commissioner Burns to delegate Mickey Flacks and John Lizarraga to attend the Conference. All voted aye. Motion carried.


MOTION TO RE-SCHEDULE THE FEBRUARY MEETING TO THURSDAY, FEBRUARY 23, 2017. MOTION by Commissioner Burns, second by Commissioner Flacks to re-schedule the February Meeting. All voted aye. Motion carried. The February meeting is scheduled to be held at Miller Community Center in Goleta.

ADJOURNMENT

There being no further business to come before the Board, MOTION by Commissioner Lizarraga, seconded by Commissioner Clow to adjourn the meeting at 6:11 p.m. All voted aye. Meeting adjourned.



Robert B. Doyle
Chair



Robert P. Havlicek, Jr.
Secretary/Executive Director