

**MINUTES OF THE  
REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA**  
July 20, 2017

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on July 20, 2017 at 815 West Ocean Avenue, Lompoc, California. Chair Doyle convened the meeting at 5:00 p.m. and called for the Pledge of Allegiance.

Upon roll call the following Commissioners were present: Fran Clow, Robert Doyle, Mickey Flacks, Lisa Knox-Burns (via conference call), John Lizarraga and James Pearson.

Also present were Robert P. Havlicek, 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**

**PUBLIC HEARING: REVISIONS TO THE ADMISSION AND CONTINUED OCCUPANCY POLICY (ACOP) FOR THE PUBLIC HOUSING PROGRAM AND SECTION 8 ADMINISTRATIVE PLAN REVISIONS FOR THE HOUSING CHOICE VOUCHER PROGRAM.** The public hearing was opened at 5:01 p.m. Sanford Riggs reviewed the revisions for the Board. No input was received and the public hearing was closed at 5:11 p.m.

**APPROVAL OF MINUTES**

**MOTION** by Commissioner Lizarraga, second by Commissioner Flacks to approve the minutes of the regular meeting of June 15, 2017. Commissioner Clow abstained, all others voted aye. Motion carried.

**PUBLIC COMMENT PERIOD**

None.

**REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR**

The Executive Director reported the sad news of the passing of Mary Jane Roberts, Information Systems Manager.

He also reported on the June 22, 2017 all staff meeting; a planned meeting with maintenance staff on August 8<sup>th</sup>; the proposed redevelopment of Guadalupe Ranch Acres and a recent tour with City of Guadalupe leaders; a class action law suit against HUD that was filed in 2012; Father's Day crafts at Lompoc Terrace; and the Tenant Commissioner vacancy.

**APPROVAL OF OPERATION AND MANAGEMENT REPORTS**

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

### APPROVAL OF EXPENDITURES

**Resolution No. 2700** – Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Clow, second by Commissioner Flacks to adopt Resolution No. 2700. Irene Melton answered several questions related to expenditures. All voted aye. Motion carried.

### WRITTEN COMMUNICATIONS

All written communications were noted. Commissioners Doyle and Lizarraga stated that they plan to attend the picnic on August 26, 2017.

### COMMISSIONERS ORAL COMMUNICATIONS

None.

### UNFINISHED BUSINESS

None.

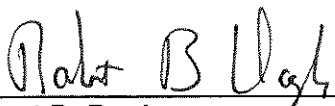
### NEW BUSINESS

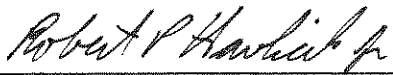
**Resolution No. 2701** – Approval to Write-Off Un-Collectible Tenant Accounts Receivable for the period ended June 30, 2017. MOTION by Commissioner Pearson, second by Commissioner Flacks to adopt Resolution No. 2701. All voted aye. Motion carried.

**Resolution No. 2702** – Authorization to open an account with Five Star Bank. MOTION by Commissioner Clow, second by Commissioner Flacks to adopt Resolution No. 2702. All voted aye. Motion carried.

### ADJOURNMENT

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

  
\_\_\_\_\_  
Robert B. Doyle  
Chair

  
\_\_\_\_\_  
Robert P. Havlicek Jr.  
Secretary/Executive Director