

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA
September 20, 2018**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on September 20, 2018 at 815 West Ocean Avenue, Lompoc, California. Chair Knox-Burns convened the meeting at 5:08 p.m.

Upon roll call the following Commissioners were present: Lisa Knox Burns, Robert Doyle, Meagan Harmon, Larry Hobbisiefken, John Lizarraga, James Pearson and Jesse Ramirez.

Also present were Jackie Bordon, Executive Secretary and John Polanskey, Director of Housing Development.

INTRODUCTIONS

Staff members Trudy Bigelow, Quality Control Specialist, Maribel Juarez, Housing Manager and Beverly Negrete, Quality Control Manager were introduced. Karen Nielsen with Partners in Housing Solutions was also introduced.

Newly appointed Third District Commissioner Jesse Ramirez was welcomed.

APPROVAL OF MINUTES

MOTION by Commissioner Lizarraga, second by Commissioner Hobbisiefken to approve the minutes of the regular meeting of August 16, 2018. Commissioners Pearson and Ramirez abstained, all others voted aye. Motion carried.

PUBLIC COMMENT PERIOD

No public comments were received.

REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR

In the Executive Director's absence, John Polanskey offered to answer questions related to the Executive Director's written report; he reminded the Board that the ground breaking ceremony for the Residences at Depot Street is scheduled for Friday, September 21st at 10:00 a.m.; the HA Team is one of two finalist who responded to the RFQ to development the MTD site; Maribel Juarez reported on the recent stabbings near Lompoc Gardens in Lompoc; we have received a new allocation of 30 additional VASH vouchers; we are not filling vacancies at Parkside are due to preparation for relocation of residents during the upcoming rehabilitation; Thompson Park Apartments is nearly fully leased.

MINUTES

September 20, 2018

Page 2

APPROVAL OF OPERATION AND MANAGEMENT REPORTS

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

APPROVAL OF EXPENDITURES

Resolution No. 2754 - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Harmon, second by Commissioner Hobbisiefken to adopt Resolution No. 2754. John Polansky and Jackie Bordon answered several questions related to the expenditure report. All voted aye. Motion carried.

WRITTEN COMMUNICATIONS

All written communications were noted.

COMMISSIONERS' ORAL COMMUNICATIONS

There were no commissioners' oral communications.

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 2019 ANNUAL PLAN: MOTION by Commissioner Lizarraga, second by Commissioner Pearson to approve the Certification and Resolution. All voted aye. Motion carried.

Resolution No. 2755 – Approval of Capital Fund Program 5-Year Plan. MOTION by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2755. All voted aye. Motion carried.

Resolution No. 2756 – Approval of Revised Utility Allowance Schedules for the Low Rent Public Housing Program. MOTION by Commissioner Lizarraga, second by Commissioner Harmon to adopt Resolution No. 2756. All voted aye. Motion carried.

MINUTES

September 20, 2018

Page 3

NEW BUSINESS CONTINUED

Resolution No. 2757 – Approval of Revised Utility Allowance Schedules for the Section 8 Housing Choice Voucher Program. MOTION by Commissioner Harmon, second by Commissioner Doyle to adopt Resolution No. 2757. All voted aye. Motion carried.

Resolution No. 2758 – Adoption of 2019 Payment Standards. MOTION by Commissioner Pearson, second by Commissioner Doyle to adopt Resolution No. 2758. All voted aye. Motion carried.

Resolution No. 2759 - Amendment to Personnel Policy; Sections 7.06 and 7.07; Timesheets and Work Performed Outside Regular Schedule/Overtime. MOTION by Commissioner Pearson, second by Commissioner Hobbisiefken to adopt Resolution No. 2759 with the following change to Section 7.06, sentence 6 "Supervisors will approve timesheets, however they must request approval for staff to work outside regular schedule via email to the department head or designate prior to hours being worked." All voted aye. Motion carried.

Resolution No. 2760 – Authorizing Submission of Rental Assistance Demonstration (RAD) Application for Guadalupe Ranch Acres and 13 Scattered Sites. MOTION by Commissioner Lizarraga, second by Commissioner Hobbisiefken to adopt Resolution No. 2760. All voted aye. Motion carried.

MOTION TO CONSIDER/GRANT A FUNDING REQUEST FROM PARTNERS IN HOUSING SOLUTIONS (FORMERLY LANDLORD LIAISON SANTA BARBARA COUNTY). Karen Nielsen spoke about the work that was being done and the people being assisted by Partners in Housing Solutions. MOTION by Commissioner Harmon, second by Commissioner Doyle to grant \$35,000 to Partners in Housing Solutions. All voted aye. Motion carried.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 6:35 p.m. All voted aye. Meeting adjourned.



Lisa Knox-Burns
Chair



John Polanskey
for Secretary/Executive Director