

**MINUTES OF THE
SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA
FEBRUARY 25, 2016**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in special session on Thursday, February 25, 2016 at Miller Community Center, 5575 Armitos Avenue, Goleta, California. Chair Pearson convened the meeting at 5:00 p.m.

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

INTRODUCTIONS

Michele Bertrand, Resident Services Specialist, introduced Family Self Sufficiency graduate Shelley Trost. Shelley completed her FSS contract and was presented a certificate of completion and a check in the amount of the balance in her escrow account. Shelley's goal is to become a homeowner.

APPROVAL OF MINUTES

MOTION by Commissioner Lizarraga, second by Commissioner Burns to approve the minutes of the regular meeting of January 21, 2016. Commissioners Doyle and Tan abstained. All others voted aye. Motion carried.

PUBLIC COMMENT PERIOD

None.

REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR

The Executive Director offered to answer any questions about his written report.

He shared that one Lompoc Terrace resident was able to purchase a home with the relocation funds received.

Three of our properties were recently inspected by REAC and received high scores 97 and 99 percent.

The February 19th anniversary celebration at Pescadero Lofts was well attended. We are very pleased with the extremely low turnover rate at the development (only 3 units in 14 months) which is due to the level of commitment of all involved.

Minutes

February 25, 2016

Page 2

APPROVAL OF OPERATION AND MANAGEMENT REPORTS

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

APPROVAL OF EXPENDITURES

Resolution No. 2624 - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Flacks, second by Commissioner Lizarraga to adopt Resolution No. 2624. Irene Melton and Bob Havlicek answered several questions related to expenditures. All voted aye. Motion carried.

WRITTEN COMMUNICATIONS

All written communications were noted.

COMMISSIONERS' ORAL COMMUNICATIONS

Commissioner Doyle noted that he saw a public notice from the SY River Water District in the Santa Maria Times related to tunneling under Hwy 246 for the Golden Inn & Village.

Commissioner Lizarraga asked about complaints related to the Nan McKay contracted inspections. The administration at Nan McKay has been contacted and the problems have been identified and resolved. We are also currently in the process of creating a dedicated phone line for landlord calls to improve customer service.

Commissioner Knox-Burns reported that she recently met Laurie Baker who works for the County HCD.

UNFINISHED BUSINESS

None.

NEW BUSINESS

MOTION TO DESIGNATE COMMISSIONER DELEGATES TO ATTEND THE 2016 NAHRO WASHINGTON CONFERENCE. Motion by Commissioner Doyle, second by Commissioner Burns to designate Mickey Flacks and John Lizarraga as commissioner delegates to attend the NAHRO Washington Conference. All voted aye. Motion carried.

Resolution No. 2625 – Authorization to open accounts with Rabobank or any other appropriate Financial Institution for Positano Apartments L.P. MOTION by Commissioner Flacks, second by Commissioner Doyle to adopt Resolution No. 2625. All voted aye. Motion carried.

The Executive Director requested that Item No. XII. C. Resolution No. 2626 is tabled until after the Closed Session. Motion by Commissioner Burns, second by Commissioner Lizarraga to table Item No. XII. C. until after the closed session. All voted aye. Motion carried.

Resolution No. 2627 –Restatement of Existing 401(a) Government Agency Retirement Plan. MOTION by Commissioner Doyle, second by Commissioner Flacks to adopt Resolution No. 2627. All voted aye. Motion carried.

Resolution No. 2628 – Approval of the Section 8 Management Assessment Program Certification. MOTION by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2628. All voted aye. Motion carried.

Resolution No. 2629 – Authorization to open an account with Rabobank for Leland Grossman Sandpiper L.P. MOTION by Commissioner Flacks, second by Commissioner Lizarraga to adopt Resolution No. 2629. All voted aye. Motion carried.

The Board convened the Closed Session at 5:59 p.m. The open meeting was resumed at 6:40 p.m. The following action was taken in Closed Session:


By majority vote, the Board, upon recommendation of staff, rejected the claim of Catherine Sliffe-Cunningham.

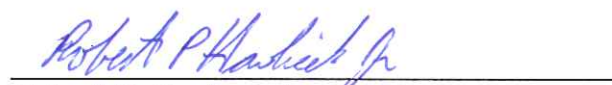
By unanimous vote, upon recommendation of the Commissioners Personnel Committee, the Board approved a 5% of salary bonus for 2015 and a 5% salary increase for the Executive Director.

Resolution No. 2626 – Approving Amendments to the Personnel Policy – Section 7: Compensation. MOTION by Commissioner Flacks, second by Commissioner Lizarraga to adopt Resolution No. 2626. All voted aye. Motion carried.

ADJOURNMENT

There being no further business to come before the Board, MOTION by Commissioner Lizarraga, second by Commissioner Burns to adjourn the meeting at 6:42 p.m. All voted aye. Meeting adjourned.


James E. Pearson
Chair


Robert P. Havlicek Jr.
Secretary/Executive Director