

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF LINCOLN COUNTY
MINUTES**

September 16, 2025

The Board of Commissioners of the Housing Authority of Lincoln County met for its regular session in the conference room of the Oceanspray Family Center, Housing Authority of Lincoln County, 1039 NW Nye Street, Newport. The meeting was called to order at 12:00 p.m. by Chair Bassingthwaite. Upon roll call, the following were present:

Present: James Bassingthwaite, Chair
 Judy Casper, Commissioner
 Niesa Chastain, Commissioner
 Larry Henson, Commissioner
 Shannon Montgomery, Commissioner

Kyla Bibeau, Executive Assistant
Dan Butler, Asset and Development Manager
Karen Rockwell, Executive Director/Secretary (ex officio)

Chair Bassingthwaite initiated a review of the minutes from the August 19, 2025, HALC Board meeting. Commissioner Chastain moved to approve the minutes, and Commissioner Montgomery seconded the motion. The motion passed.

Chair Bassingthwaite then invited Executive Director Karen Rockwell to present the August Accounts Payable Report. The Board discussed the report. Commissioner Casper moved to approve the report, and Commissioner Montgomery seconded the motion. The motion passed.

Executive Director Rockwell verbally presented her Executive Director's Report. She noted that HALC had received HUD's response to the 2024 audit and reviewed the response with the Board. Additionally, Rockwell shared the OHCS report for inspections completed in July. The Board discussed the findings, and Rockwell explained that HALC will respond to the report's findings. She also included in her report the recently released data from the 2025 Point-in-Time (PIT) Count, in response to Commissioner Casper's inquiry at the August meeting.

Rockwell then presented the agency's waiting list and occupancy report, which the Board discussed.

Chair Bassingthwaite invited Asset & Development Manager Dan Butler to provide a development update. Butler verbally summarized the written report submitted in the Board packet. He provided updates on both the Depoe Bay Townhomes and the Lighthouse Village developments, noting that both are progressing on the expected timeline. Butler also reported that HALC is unable to move forward with the Coastal Studio project, as funding has not yet been secured. The Board was further updated on the status of all current capital improvements underway, as well as HALC's Capital Funds.

Chair Bassingthwaite continued with old business. Rockwell noted that Commissioner Henson's term serving on the Board expires in October, and Commissioners Bassingthwaite, Chastain, and Montgomery

all have terms expiring in December. Rockwell informed the Board that she will notify the County and work on reappointments.

The Board entered executive session at 1:19 p.m. pursuant to ORS 192.660 (2) (i) for the annual review of the Executive Director. Rockwell did not request a review in an open meeting and rejoined the meeting at 1:49 p.m. The Board adjourned the meeting at 1:57 pm with no additional business following the completion of the executive session.

Dated this 16th day of September 2025.


James Bassingthwaite, Chair
Karen Rockwell, Executive Director – Secretary/Recorder