

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

May 16, 2023

The Board of Commissioners of the Housing Authority of Lincoln County met for its regular session at the Conference Room, Oceanspray Family Center, Housing Authority of Lincoln County, 1039 NW Nye Street, Newport. The meeting was called to order at 12:04 pm by Chair Bassingthwaite. Upon roll call the following were:

Present: James Bassingthwaite, Chair
 Niesa Chastain, Vice-Chair
 Larry Henson, Commissioner
 Shannon Montgomery, Commissioner
 Mitch Parsons, Commissioner
 Karen Rockwell, Executive Director/Secretary (ex-officio)

Minutes of the March 21, 2023, HALC Board meeting were reviewed. Commissioner Henson made motion to approve the minutes. Second to the motion was made by Commissioner Montgomery. Motion carried. There was no quorum at the April 18th 2023 meeting and therefore no minutes to approve.

Financial Report

Director Rockwell distributed the payment listing for operating accounts of April 2023. The listings were reviewed. Commissioner Henson made motion to accept the listings. Commissioner Montgomery seconded. Motion carried.

Agency Waiting List/Occupancy Report

The vacancy, unit turnover and waiting list report was distributed and reviewed.

Executive Director Update

Executive Director Rockwell reported on the work of the recently formed **Housing Production Advisory Council** with the State of Oregon. The workgroups of the council have been meeting and reviewing the initial recommendations generated from the March and April full group conversations. Executive Director Rockwell has been reaching out to regional stakeholders to get their insights on the recommendations being vetted through the Finance and the Land Availability workgroups.

Homeless Advisory Board meetings are held on the second Wednesday of the month from 1 p.m. – 3 p.m. The public is invited to attend. Workgroups are also in full swing to support the strategic planning efforts and allow for public input/participation. The May meeting was held in Lincoln City at the Council Chamber offices. A website has been launched to serve as the central point of information for the community and Advisory Board members at www.lchab.org

HALC was featured in an article in the Newport News-Times entitled “County unites in fight against homelessness”.

Progress is being visibly made at the Wecoma Place development. The main foundation pour is complete, and they are beginning to backfill the retaining wall. It is anticipated that framing will begin within the next week and things will start going vertical.

Springtime ushers in construction season and we are excited to be making progress on some much needed capital improvements.

- Coast and High roof replacement starts on Monday, May 15.
- Site B sidewalk and driveway apron repairs start Monday, May 15.
- The Salmon Run residing contractor is working on the second building now and will finish it up and move on to the third unit on May 22.

In December our Housing Programs Manager Robyn Cole completed (for her first time) the HUD required Section 8 Management Assessment Program (SEMAP) certification. During that review HUD determined that HALC’s rent reasonableness system did not meet the requirements outlined in 24 CFR 982.507(b). *The PHA didn’t provide any definitive correlation of market rental data to the subject properties, and HALC files did not contain documentation of comparable unassisted units showing that HALC had considered the location, size, type, quality, age of the unit, amenities, housing services, and maintenance or utilities provided by the owners, in its determination of rent reasonableness.* This deficiency dropped our SEMAP score 20 points and brought us down to a “Standard” performance rating. During the process of the certification Robyn had identified concerns with the rent reasonableness procedure and we had reached out to get quotes from a third party with expertise in collecting this information. In April we entered into a contract with Nelrod, who will be doing both the rent reasonable calculations and our annual utility allowances going forward.

Communications

There were no formal communications received.

Old Business

The commissioners reviewed the revised Ethics Policy. Commissioner Parsons motioned to adopt the policy. Commissioner Montgomery seconded. Motion carried.

New Business

This is the annual meeting for the election of Chair and Vice-Chair. Commissioner Henson motioned to reelect Chair Bassingthwaite and Vice-Chair Chastain. Commissioner Montgomery seconded. Motion carried.

With no further business to discuss, the meeting was adjourned.

Dated this 16th day of May 2023

James Bassingthwaite, Chair

Karen Rockwell, Executive Director- Secretary/Recorder