

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

November 21, 2023

The Board of Commissioners of the Housing Authority of Lincoln County met for its regular session at 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 12:07 p.m. by Chair Bassingthwaite. Upon roll call the following were:

Present: James Bassingthwaite, Chair  
Niesa Chastain, Commissioner  
Larry Henson, Commissioner  
Karen Rockwell, Executive Director/Secretary (ex-officio)  
Kyla Sellers, Executive Assistant

Absent: Shannon Montgomery, Commissioner  
Mitch Parsons, Commissioner

Minutes of the October 17, 2023, HALC Board meeting were reviewed. Commissioner Henson made a motion to approve the minutes as submitted. Second to the motion was made by Commissioner Chastain. Motion carried.

**Financial Report**

The Accounts Payable Report for October 2023 and the October YTD Financial Statements were distributed. The Reports were reviewed and discussed. Commissioner Chastain made a motion to approve the Reports. Second to the motion was made by Commissioner Henson. Motion carried.

**Executive Director Update**

Karen Rockwell gave an update on the temporary rotational county emergency winter shelter in Newport. The Housing Authority closed on the 351 SW 7<sup>th</sup> Street property on October 31, 2023. A lease agreement between HALC and Lincoln County Health and Human Services (HHS) is being finalized and the facility is being brought up to code for use as a temporary winter shelter for the remainder of this winter season. Additionally, the Lincoln City site for the emergency shelter is still being finalized. The Housing Authority closed on Lighthouse Village on Monday, November 20, 2023. Rockwell informed the Board of the remaining latest events of the Housing Authority.

**Housing Programs**

The Board reviewed the Waiting List and Occupancy Report.

**Developments**

Rockwell updated the Board on the progress of current developments and the Capital Fund project. As the Board had previously approved having two properties currently owned by Community Services Consortium appraised, Rockwell continues to vet these buildings for the purpose of potential acquisition. No significant updates are available at this time.

### **Communications**

There were no formal communications received.

### **Old Business**

### **New Business**

Rockwell presented the Board with the Housing Authority of Lincoln County 2024 Annual Plan. The Board reviewed the plan. Chair Bassingthwaite noted some grammatical errors within the Annual Plan. Rockwell went on to present the Board with Resolution 1120 Authorizing the Annual Plan. Commissioner Chastain made a motion to approve Resolution 1120 with correction of the grammatical errors. Second to the motion was made by Commissioner Henson. Motion Carried.

Rockwell presented the Board with Resolution 1121 approving the 2024 Public Housing Consolidated budget. Chair Bassingthwaite noted that the resolution was dated incorrectly. Motion to approve with correction was made by Commissioner Chastain. Second to the motion was made by Commissioner Henson. Motion Carried.

With no further business to discuss, the meeting was adjourned at 1:41 p.m.

Dated this 21<sup>st</sup> day of November 2023

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James Bassingthwaite, Chair

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Karen Rockwell, Executive Director- Secretary/Recorder