

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

June 18, 2024

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 12:05 p.m. by Chair Bassingthwaite. Upon roll call the following were:

Present: James Bassingthwaite, Chair
 Niesa Chastain, Commissioner
 Robyn Cole, Housing Programs Manager
 Larry Henson, Commissioner
 Shannon Montgomery, Commissioner
 Mitch Parsons, Commissioner
 Karen Rockwell, Executive Director/Secretary (ex-officio)
 Kyla Sellers, Executive Assistant

Minutes of the May 21, 2024, HALC Board meeting were reviewed. Commissioner Montgomery made a motion to approve the minutes. Second to the motion was made by Commissioner Parsons. Motion carried.

Financial Report

The Fiscal Year Ending 2023 Audit Report had not yet been received by Executive Director Rockwell at the time of the Board meeting. The presentation of the Audit Report was pushed to the July meeting.

The Accounts Payable Report for May 2024 was distributed. The report was reviewed and discussed. Commissioner Parsons made motion to approve the report. Second to the motion was made by Commissioner Montgomery. Motion carried.

At the May Board meeting the Board had approved resolution #1124 regarding tenant account receivable write-offs. At the time of approval, the Board asked Rockwell to investigate how many uncollectable accounts were due to deceased tenants. Today Rockwell informed the Board that 22% of the total uncollectable amount was due to tenants passing.

Executive Director Update

Rockwell provided the Board updates on the Depoe Bay Townhomes development and the Lighthouse Village development. Chair Bassingthwaite asked if there were any updates on the Alder Street listing. Rockwell had no update at the time of the meeting.

Rockwell went on to inform the Board that the Housing Authority received a ROSS grant award renewal of almost \$ 200,000.00 which effectively helps off-set the cost of the self-sufficiency staff positions held by HALC. Additionally, HALC will be the pass-through entity for the Youth Emergency Housing Assistance (YEHA) and the Oregon Rehousing Initiative (ORI) allowing the Housing Authority to assist in delivering respectively \$964,625 and \$500,000 into the Lincoln County community.

Executive Director Rockwell requested to add two (2) Holidays to the HALC observed holidays: Indigenous Day (effective 2024) and Juneteenth (effective 2025). Commissioner Henson made a motion to add the holidays to the list of HALC observed holidays. Second to the motion was made by Commissioner Montgomery. Motion carried.

Housing Programs

Housing Programs Manager Robyn Cole presented the Board with the agency waiting list/occupancy report. The Board reviewed and discussed the report that now includes Wecoma Place Apartments as the Housing team is now actively leasing up the units.

Old Business

Chair Bassingthwaite inquired about the purchase of the Deco 10th property, Rockwell informed that HALC is closing on August 15, 2024.

New Business

Rockwell informed the Board that the Housing Authority has partnered with a third-party security agency to be present at Agate Heights and Salmon Run. The security company has successfully interfered with multiple situations. The HALC team is working on installing cameras at these properties.

Rockwell went on to share that the Housing Authority is experiencing harassment from a previous tenant who was evicted. Local law enforcement is aware of the situation.

With no further business to discuss, the meeting was adjourned at 12:52 p.m.

Dated this 18th day of June 2024

James Bassingthwaite, Chair

Karen Rockwell, Executive Director – Secretary/Recorder