

NORTH LITTLE ROCK HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING MINUTES
Held on April 2, 2018
(Presented for Approval on May 7, 2018)

Meeting Called to Order: At 5:38 P.M. by Vice-Chairman Oliver Dillingham

PRAYER BY: Commissioner Teresa Burl

Upon roll call the following Commissioners answered present:

Vice Chairman/Commissioner Oliver Dillingham
Commissioner Teresa Burl
Commissioner Chris Dunkum
Commissioner Raymond Wells

ALSO PRESENT:

Belinda Snow, Executive Director/Secretary-Treasurer
Yulunda White, Development Manager
John Gall, Accounting Supervisor
Shanta Baro, Special Projects Coordinator
Greg Northern, PHA Attorney

APPROVAL OF MINUTES:

Commissioner Burl made a motion to approve the minutes and Commissioner Wells duly seconded. All were in favor of approving the minutes for the regular meeting held on March 5, 2018. Motion carried.

SECRETARY'S REPORT

Commissioner Wells made a motion to accept the Secretary's report and Commissioner Burl duly seconded. All were in favor of accepting the Secretary's report for the month of March. Motion carried.

Commissioner Dunkum asked if Windstream had completed the installation for the new office and Ms. White confirmed that the installation was complete.

Vice-Chairman Dillingham stated that he had concerns and requested clarification of a statement made by Commissioner Dunkum at the March board meeting regarding the housing authority's contract with Windstream being turned over to him for collection if terminated prior to the agreement date. Commissioner Dunkum advised that Windstream has contracts with multiple collection agencies and that the contract could be turned over to another agency. Ms. Snow asked Commissioner Dunkum to complete and return the disclosure form detailing the companies that he represents.

Commissioner Burl added that due to past situations, she believes that there is an issue if the authority has a contract with a vendor and the one of the commissioners has an existing business relationship with that vendor as well. She noted that during the discussion she asked Ms. Snow what would happen if the housing authority decided not to fulfill their contractual obligation with Windstream and that before Ms. Snow could answer Commissioner Dunkum responded, "They will have to deal with me." Commissioner Burl requested clarification on record explaining what Commissioner Dunkum meant by the statement to ensure that there would be no conflict of interest. Commissioner Dunkum again responded that if the housing authority did not fulfill its contractual agreement with Windstream that the account could possibly go to collections. He added that his company represents various telecommunications companies including Windstream but that he would not accept the account. Ms. Snow stated that as a precaution, Commissioner Dunkum would have to recuse himself from meetings whenever Windstream is being discussed. Attorney Greg Northern agreed that the information should be reported on the disclosure form but stated that he did not believe that there is a conflict of interest because there was no direct benefit to Commissioner Dunkum but agreed that Commissioner Dunkum should recuse himself from any discussion regarding any future Windstream business.

COMMUNICATIONS: None.

MONTHLY REPORTS

PHA Attorney's Report: Ms. Snow reported that there are ten open evictions in which three have been issued a writ to vacate, four have been locked out. She added that three tenants have been issued a warning order that they will be evicted by the sheriff within the next week.

Commissioner Dunkum made a motion to accept the reports as submitted and Commissioner Wells duly seconded. All were in favor of accepting the reports for the month of March. Motion carried.

Commissioner Burl asked if the UAMS Head Start at Silver City was closing in June. Ms. Snow stated that with the anticipated redevelopment UAMS determined it was in their best interest to terminate the program at the end of the current school year and find another location. Commissioner Burl asked if it would put a hardship on the tenants and Ms. Snow responded that the people in the community utilize the facility more than the tenants.

Commissioner Burl asked about the units that were previously demolished and Ms. Snow responded that four buildings were demolished at Silver City due to a flood. Commissioner Burl then asked about the status of the RAD project at Silver City and Ms. Snow responded that there are approximately thirty-five tenants currently living on the property. She added that everything is going smoothly and that she did not anticipate any issues with the demolition at Silver City because it would be demolished under RAD. She stated that the development team is currently going through the due diligence with the city and anticipates going before the planning commission within the next month. Ms. Snow mentioned that there were concerns related to the three-story buildings at Silver City so the architects amended the design to lower the three-story buildings to two-stories and spread the units over a larger footprint. Ms. Snow stated that about ten years ago, HUD was advocating reducing the density but because concerns about losing units the regulations changed to reflect one-for-one unit replacement. She added that with the challenges the housing authority faced related to purchasing additional property to reduce the density, they were forced to keep the existing density on the property. Commissioner Wells asked how many units would be rebuilt at Silver City and if the addition of the units impacted the daycare closing and Ms. Snow confirmed that the space currently occupied by the daycare would be utilized to construct the units that were removed from the three-story buildings and that 147 units would be rebuilt at Silver City.

Commissioner Wells asked if there will be space for recreation at Silver City once the project is completed and Ms. Snow responded that there will be plenty of green space, a clubhouse, and other amenities for the tenants.

NEW BUSINESS:

RESOLUTION NO. 3297

RESOLUTION APPROVING PHA CERTIFICATIONS
OF COMPLIANCE WITH THE PHA PLANS AND
RELATED REGULATIONS

Motion by: Commissioner Teresa Burl Seconded by: Commissioner Raymond Wells
✓ All For Abstain/Nays: None

NLRHA Board of Commissioners Meeting Minutes
April 2, 2018
(Presented for Approval May 7, 2018)

Ms. Snow asked the new board members if they had any questions or needed any explanation regarding Resolution 3297. Commissioner Wells asked if funding would still be available for resident council and resident advisory board once the properties convert to RAD and Ms. Snow advised that that it is a HUD requirement that management continue to work with the residents. She advised the PHA plan is submitted to HUD approval and denotes any significant changes in policy and all activities planned by the authority for the next five years. Items that are not included in the five year plan will not be completed unless they are emergency items.

CHARGE OFFS:

MOTION TO APPROVE CHARGE-OFF REPORT DATED APRIL 1, 2018 IN THE AMOUNT OF **\$3,701.00** FOR THE MONTH OF MARCH 2018 IN UNCOLLECTIBLE RENT AND OTHER TENANT CHARGES AND TO TURN THEM OVER TO THE STATE FOR COLLECTION.

Motion by: Commissioner Teresa Burl Seconded by: Commissioner Raymond Wells
✓ All For Abstain/Nays: None

OTHER BUSINESS:


Vice-Chairman Dillingham requested comments from Commissioner Wells and Commissioner Burl about the Nelrod Conference that they recently attended. Commissioner Wells stated that he heard issues that other housing authorities were having and he felt proud to be a part of the North Little Rock Housing family. Commissioner Burl added that there was really good training this year and felt that the board was fortunate to have the Ms. Snow's leadership and the staff.


Adjournment of Regular Meeting: At 6:24 p.m. Commissioner Burl made a motion to adjourn and Commissioner Wells seconded.

Date: April 2, 2018

ATTEST:

APPROVED:


Secretary/Treasurer


Chairman

