

**NORTH LITTLE ROCK HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING MINUTES**
Held on June 4, 2018
(Presented for Approval on July 2, 2018)

Meeting Called to Order: At 5:32 P.M. by Chairman Brett Russell

PRAYER BY: Chairman Brett Russell

Upon roll call the following Commissioners answered present:

Chairman Brett Russell
Vice Chairman/Commissioner Oliver Dillingham
Commissioner Teresa Burl
Commissioner Raymond Wells

Absent: Commissioner Chris Dunkum

ALSO PRESENT:

Belinda Snow, Executive Director/Secretary-Treasurer
Tammarrah Bryant, Public Housing Operations Manager
Yulunda White, Development Manager
John Gall, Accounting Supervisor
Shanta Baro, Special Projects Coordinator
Cynthia Kolb, PHA Attorney

APPROVAL OF MINUTES:

Commissioner Burl made a motion to approve the minutes and Commissioner Dillingham duly seconded. All were in favor of approving the minutes for the regular meeting held on May 7, 2018. Motion carried.

SECRETARY'S REPORT

Commissioner Dillingham 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 May. Motion carried.

Commissioner Wells asked about the schedule for the resident meeting for the tenant protection vouchers and Ms. Baro responded that the meeting for Campus and Heritage would be the following Monday and Willow House on that Wednesday.

Commissioner Burl asked about the meeting with the assessor regarding the PILOT and Ms. Snow responded that it was a positive meeting and that assessor plans to assist as much as possible.

Chairman Russell asked if the customer service survey was sent out to all tenants and Ms. Baro responded that a grant was received to complete the survey and that it targeted residents at Eastgate, Hemlock, and Windemere. She added that they have received the responses and the results will be presented to the board once that compiled.

COMMUNICATIONS: None.

MONTHLY REPORTS

Commissioner Burl asked if the elevator issue had been resolved and Ms. Snow advised that the elevator is running. She it was a simple fix once they completed the trouble-shooting process.

John Gall reported on the revised proposed budget for 2018 advising that the budget was created on a three year rolling basis . He added that he has been working with Ms. Bryant to determine potential unknown circumstances and that the non-routine expenses depicted are estimated numbers. Mr. Gall noted that the proposed budget is in line with the current actuals but there will be some changes in the budgets submitted for approval

PHA Attorney's Report: Cynthia Kolb of Cross, Gunter, et. al. reported that they have responded to the fair housing compliant and interviews have been requested. She added that they are trying to narrow the scope of some of the interviews because they think that some of the timeframes may have passed. Ms. Burl asked was there anything that should be re-evaluated and Ms. Snow stated that record keeping and staff understanding about good documentation.

Ms. Bryant reported that there were two evictions and one pending eviction. The information was taken from a report submitted by attorney Scott Hilburn.

Commissioner Dillingham 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 June. Motion carried.

NEW BUSINESS:

RESOLUTION NO. 3298

RESOLUTION APPROVING THE PROPOSAL FOR PEST CONTROL SERVICES
FOR ALL SITES (AR2ALL) FOR THE HOUSING AUTHORITY OF THE
CITY OF NORTH LITTLE ROCK

With the noted correction of "Greenville" to "Greenwood"

Motion by: Commissioner Raymond Wells Seconded by: Commissioner Oliver Dillingham
✓ All For Abstain/Nays: None

RESOLUTION NO. 3299

RESOLUTION APPROVING THE PROPOSAL
FOR BED BUG INSPECTION AND TREATMENT SERVICES FOR ALL SITES (AR2ALL)
FOR THE HOUSING AUTHORITY OF THE CITY OF NORTH LITTLE ROCK

With the noted correction of "Greenville" to "Greenwood"

Motion by: Commissioner Raymond Wells Seconded by: Commissioner Oliver Dillingham
✓ All For Abstain/Nays: None

CHARGE OFFS:
MOTION TO APPROVE CHARGE-OFF REPORT DATED JUNE 1, 2018 IN THE AMOUNT OF
\$2,809.77 FOR THE MONTH OF MAY 2018 IN UNCOLLECTIBLE RENT AND OTHER
TENANT CHARGES AND TO TURN THEM OVER TO THE STATE FOR COLLECTION.

Motion by: Commissioner Oliver Dillingham Seconded by: Commissioner Teresa Burl
✓ All For Abstain/Nays: None

OTHER BUSINESS:

Commissioner Burl requested an update on the AARP grant and the STEM Program. Ms. Baro advised that \$80,000 was requested and an announcement will be made on June 14 regarding the AARP award. She noted that the grant request is for a walking trail at Heritage House. Ms. Baro reported that the kickoff for the STEM Program has been postponed until Spring Break due to lack of funding and current focus on tenant relocation efforts.


NLRHA Board of Commissioners Meeting Minutes
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Adjournment of Regular Meeting: At 5:59 p.m. Commissioner Burtl made a motion to adjourn and Commissioner Wells seconded.

Date: June 4, 2018

ATTEST:

APPROVED:


Secretary/Treasurer


Chairman

