

**MINUTES OF THE MAY 26, 2009 REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF YAMHILL COUNTY**

The Board of Commissioners of the Housing Authority of Yamhill County (HAYC) met on Tuesday, May 26 28, 2009, at the HAYC office, 135 NE Dunn Place, McMinnville, Oregon. Board members present were: Chair Dave Newville, Vice-Chair Phil Griffin, Commissioners Jean Kinman and Joyce Morrow. Fred Mickelson had an excused absence from the meeting. Staff members present were: Elise Hui, James Umfleet, Mike Jager, and Cliff Hardy. Staff members absent from the meeting were: Mark Davis, Jonia Pierce and Yanira Vera.

Chair Newville called the regular meeting to order at 7:35 p.m.

We had 2 FSS graduates this month: Louann Adams, who received \$7,627 total escrow, and Kelly Maas who received \$6,284 total escrow. Details of FSS graduates are provided in the Families Served Report memorandum.

Commissioner Morrow moved to approve the minutes of the April 28, 2009 regular meeting. The motion was seconded by Commissioner Griffin and unanimously approved.

Commissioner Morrow said she reviewed the list of expenditures and did not have any questions or concerns.

James reported on the financial reports. Total revenue was \$1,035,205, total operating expenses were \$1,090,845, and total non-operating expense was \$185,539 for a net income of \$129,746. Approximate cash flow for the month was a positive \$99,811. We paid 1,394 HAPs totaling \$726,865, which is \$101,423 over budget. We finally learned what our HAP funding for 2009 is, which increases \$381,728 to \$7,963,917. This is a significant enough amount to alleviate our concerns about depleting our HAP reserves. Elise elaborated on how the funding increase, and learning that we can use Admin Fee Reserves for overleasing, eliminated the need to terminate families. Dave asked to see our Section 8 Tracking report next meeting. We received \$250,000 grant funding for New Reflections.

Cliff reported on families served. Total families served increased 3 to 2,078. Overall occupancy remained the same at 95.8%. We should be dropping 17 from the Section 8 program in May. In order to drop our Section 8 lease-up, Cliff was able to persuade some PHAs to absorb some port-outs. Judi has done some intensive file reviews, which resulted in some program violations and terminations.

Mike reported on the Maintenance and Construction. Average time to complete work orders was 4.4 days. March's numbers have been adjusted from last month's report. Joyce said Vittoria rehab is looking really nice. She and Dave like the new colors. Mike said the Vittoria rehab work is 70% completed. We are ineligible for the FY2009 American Recovery and Reinvested Act capital fund grant.

In Jonia's absence Elise asked if there were any questions on homeownership, and there were not any.

In Mark's absence Elise reported on development. We closed on the final LP funding and permanent loan for Village Quarter today. The title company just needs a few signatures from PNC, and the closing will be officially completed.

Under Reports of Committees, Dave and Joyce attended the NAHRO-PNRC conference and reported on it. Joyce attended "Making your Dreams Become a Reality", which she enjoyed. She felt it confirmed that we are doing a good job among PHAs. Joyce and Dave were asked to be advocates for our region. Of 200 conference attendees, there were only 14 commissioners. Dave attended "Paths to Homeownership", and gave Elise the information booklet from that session. He also attended a session on tax credits, and a session on Section 8 lease-up.

Under Unfinished Business, Elise provided the LRPH sales tracking list. We're finally seeing some movement again, and have been receiving offers recently. On April 30<sup>th</sup> we sold our first house, the one at 1930 Orchard Drive in Newberg. Today we received an offer on the Fenton St duplex, and have made a counter offer. So far, we've sold 4 duplexes and 1 house.

Also under Unfinished Business, Elise stated that the Yamhill County Board of Commissioners have officially appointed Fred Mickelson to fill the remainder of Barbara's position, which expires on 12/31/09. Elise handed out the letter from the YC Board. Due to prior commitments, Fred will not be able to attend the June meeting.

Under New Business, Village Quarter was awarded a regional NAHRO level award of merit for "Project Design" and for "Community Revitalization". Both awards have been submitted for consideration at the National NAHRO level. The award ceremony will be held on July 16<sup>th</sup>.

The Board entered Executive Session at 9:07 p.m. and returned to Regular Session at 9:15 p.m.

Elise presented our programs to the Kiwanis Club, who seemed very unaware what HAYC does, so it was a worthwhile presentation.

Commissioner Newville adjourned the meeting at 9:20 p.m.

Respectfully Submitted,

Elise Hui  
Executive Director/Secretary