

HOUSING AUTHORITY OF THE CITY OF NORMAN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
JULY 12, 2021
12:30 p.m.

(Board Member Lunch 12:00pm-12:30pm in Executive Office)

Administration/Resident Initiatives Building
Conference Room
(Handicap Accessible)
700 North Berry Road
Norman, Oklahoma 73069

MINUTES

ITEM 1. ROLL CALL

Chairman Jeff Cummins declared a quorum present and called the meeting to order at 12:34 P.M.

COMMISSIONERS PRESENT:

Jeff Cummins	Chairman
Marianne Ratliff	Vice-Chairperson
Rick McKinney	Commissioner
Jan Hunter	Commissioner

COMMISSIONERS ABSENT:

Paul Austin	Commissioner
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STAFF PRESENT:

Karen Canavan	Executive Director
Sherri Hunt	Deputy Executive Director
Barbra Ruth	Executive Assistant
Bobbe Feher-Nist	Director of Public Housing
Allison Failing	Section 8 Supervisor

VISITORS PRESENT:

Terri Mueller	HCV Specialist
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ITEM 2. PLEDGE OF ALLEGIANCE LED BY COMMISSIONER MCKINNEY.

ITEM 3. APPROVAL OF AGENDA

ACTION REQUESTED: A motion to approve the Agenda for the July 12, 2021, Regular Board Meeting, as presented.

ACTION TAKEN: A motion was made by Vice-Chairperson Ratliff and seconded by Commissioner McKinney to approve the Agenda for the July 12, 2021, Regular Board Meeting. The following vote was recorded:

YEAS: All

NAYS: None

Chairman Cummins declared motion carried.

ITEM 4. RECOGNITION OF EMPLOYEE OF THE QUARTER ENDING 6/30/2021.

Terri Mueller was recognized as Employee of the Quarter ending 6/30/2021

ACTION REQUESTED: No action necessary.

ACTION TAKEN: None.

ITEM 5. CONSENT DOCKET

INFORMATION:

This Item is placed on the Agenda so that the Board, by unanimous consent, can designate those routine Agenda Items that they wish to be approved or acknowledged by one motion. If any Item proposed does not meet with approval of all Board Members, that Item will be heard in regular order. Staff recommends that items 6 thru 9 be placed on the Consent Docket.

ACTION REQUESTED: A motion to place items 6 thru 9 on the Consent Docket to be approved by one motion.

ACTION TAKEN: A motion was made by Vice-Chairperson Ratliff and seconded by Commissioner Hunter to approve items 6 thru 9 to be placed on the Consent Docket for the July 12, 2021, Regular Board Meeting. The following vote was recorded:

YEAS: All

NAYS: None

Chairman Cummins declared motion carried.

- ITEM 6. APPROVAL OF MINUTES FROM MAY 10, 2021, REGULAR BOARD MEETING.**
- ACTION REQUESTED:** A motion to approve the minutes from the May 10, 2021, Regular Board Meeting, as presented.
- ACTION TAKEN:** Item approved on the Consent Docket.
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- ITEM 7. CONSIDERATION OF FINANCIAL STATEMENTS APRIL, 2021 AND ROUTINE CLAIMS AND CREDIT CARD EXPENSES FOR JUNE, 2021.**
- The low-rent program had a net income of \$7,214.
- Maintenance overtime for the month was \$31.84
- Credit Card expense for the month was \$1,185.25
- ACTION REQUESTED:** Approve as presented.
- ACTION TAKEN:** Item approved on the Consent Docket.
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- ITEM 8. CONSIDERATION OF ADMINISTRATIVE REPORT FOR THE MONTH OF JUNE, 2021.**
- Section 8 has a total of 1,170 vouchers under lease. Currently there are 614 families on the waiting list.
- Rose Rock Villa is 100% occupied. There are 5 approved applicants on the waiting list.
- General Occupancy (Scattered Sites) and Redbud Village were both 100% occupied with 6 approved applicants on the waiting list.
- ACTION REQUESTED:** No action necessary.
- ACTION TAKEN:** Item approved on the Consent Docket.

ITEM 9. RATIFICATION APPROVING THE PURCHASE OF A CARGO VAN FOR PUBLIC HOUSING.

The April 28, 2021 hail storm totaled two PH maintenance vehicles. Insurance paid \$5,194 on the 2000 Ford truck and \$3,000 on the 2004 truck.

Although it was not planned to purchase a vehicle at this time, we had planned on purchasing a cargo van in the future and using the vehicle as a "stocked" make ready vehicle. This will reduce staff time in chasing parts, loading supplies, and gather other equipment as necessary.

We did receive a majority vote from the Board, via phone, to purchase the 2020 used Chevrolet cargo van in the amount of \$34,000. (Van had \$16k miles on it.)

The van has been purchased and we are working on equipping the vehicle for its planned use.

This item appears so the NHA Board can ratify their approval of the purchase.

ACTION REQUESTED: No action necessary.

ACTION TAKEN: Item approved on the Consent Docket.

ITEM 10. CONSIDERATION OF RESOLUTION NUMBER NHA 21-22-001 REVISING THE LOW RENT ADMISSIONS AND CONTINUED OCCUPANCY POLICY MODIFYING DRUG RELATED ACTIVITY.

PHAs are required to establish standards that prohibit admission of an applicant to the public housing program if they have engaged in certain criminal activity or if a PHA has reasonable cause to believe that a household member's current use or pattern of use of illegal drugs, or current abuse or pattern of abuse of alcohol may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents.

Staff would like to change the Drug- related criminal activity denial relating to marijuana from 10 years to 1 year.

Current Policy-

If any household member is currently engaged in or has engaged in any of the following criminal activities, within the past ten years, the family will be denied admission.

Proposed Policy Change-

If any household member is currently engaged in or has engaged in any of the following criminal activities, within the past ten years (Marijuana addressed separately as follows) the family will be denied.

If any household member is currently engaged in or has engaged in Drug-related criminal activity related to the use or possession of marijuana, along with the possession of marijuana drug paraphernalia within the past 1 year, the family will be denied admission.

Staff respectfully requests approval of Resolution Number NHA 21-22-001.

Discussion was had regarding the number of applicants being denied and what charges they were denied for.

Vice-Chairperson Ratliff asked what percentage of applicants are denied for marijuana activity based on the current policy. Director of Public Housing, Bobbe Feher-Nist replied that the percentage is around 75-80%.

Bobbe also mentioned that some Housing Authorities in Oklahoma are going to denial periods of 5 years or less in their policies. Oklahoma City and Stillwater went to a 3-year denial period for all criminal activity and Elk City went to a 5-year denial period for all criminal activity. The only things that HUD will not allow are charges relating to the production of methamphetamines in a public housing unit and were evicted or if you are a registered sex offender. Other than that, it's up to the housing authorities to create their own policies.

Commissioner McKinney mentioned that he would like the Board to revisit this Policy if the Federal Law changes regarding marijuana activity.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: A motion was made by Vice-Chairperson Ratliff and seconded by Commissioner McKinney to accept Resolution NHA 21-22-001 with the following amendment: to change the violent criminal activities or drug use from 10 years to 5 years and to accept the 1-year denial period for drug related activity relating to marijuana. (Excluding denials required by the U.S. Department of Housing and Urban Development.) The following vote was recorded:

YEAS: All

NAYS: None

Chairman Cummins declared motion carried.

ITEM 11. CONSIDERATION OF ADDING JUNETEENTH AS A HOLIDAY AND CLOSING THE NHA OFFICES IN RECOGNITION.

President Joe Biden signed legislation establishing a new federal holiday commemorating the end of slavery. The holiday will fall on June 19th of each year and is recognized as a Federal Holiday with offices being closed in recognition of the day.

This item appears to allow the Board to officially amend our Holiday schedule as deemed appropriate.

Staff recommends approving this holiday so that we may recognize this significant anniversary each year.

ACTION REQUESTED: As desired by the Board.

ACTION TAKEN: A motion was made by Commissioner McKinney and seconded by Vice-Chairperson Ratliff to approve adding Juneteenth as a holiday. The following vote was recorded:

YEAS: All

NAYS: None

Chairman Cummins declared motion carried.

ITEM 12. NEW BUSINESS

Executive Director Canavan mentioned that they are waiting for the insurance adjuster to finish assessing the rooftops at Rose Rock Villa before they go out for bid to repair the damage from the April 28, 2021 Hail Storm. The deductible for the scattered sites is \$131,548 and the deductible for RRV is \$245,552.

The Board asked if there were any leaks. James Henslee, Maintenance Supervisor, mentioned that they had 3 leaks, 2 of them have already been repaired. Commissioner McKinney asked if the rooftop will be replaced. Executive Director Canavan said that they are still waiting to hear back from the Engineer on whether it will need to be repaired or replaced.

ACTION REQUESTED: As desired by the Board.

ACTION TAKEN: None

ITEM 13. RECOGNITION OF VISITORS

ACTION REQUESTED: No action necessary.

ACTION TAKEN: None

ITEM 14. COMMISSIONER'S COMMENTS

Deputy Executive Director Sherri Hunt mentioned that the NHA has received 30 Emergency Housing Choice Vouchers. Section 8 Supervisor Allison Failing is working to update the Admin Plan changes and once completed, it will need to be approved by electronic vote so they can start using them this month. The MOU has already been done with the City of Norman.

Public Housing Director Bobbe Feher-Nist thanked the Board for approving the 5 year and 1 year on the drug related activity. That will make it easier to be able to help more families.

Stephen Blue, a resident at Rose Rock Villa, made the front page of the Transcript for the RRV Community Garden.

A letter was presented from a resident at RRV in regards to the new windows being installed and how grateful they are for the new outlook the windows have given them.

INFORMATION: This item appears on the Authority's Agenda for the Board to make comments and to afford an opportunity for citizens to address the Board.

ACTION REQUESTED: As desired by the Board.

ACTION TAKEN: None

ITEM 15. ADJOURNMENT

ACTION REQUESTED: A motion to adjourn the July 12, 2021, Regular Board Meeting.

ACTION TAKEN: A motion was made by Vice-Chairperson Ratliff and seconded by Commissioner McKinney to adjourn the July 12, 2021, Regular Board Meeting.

The following vote was recorded:

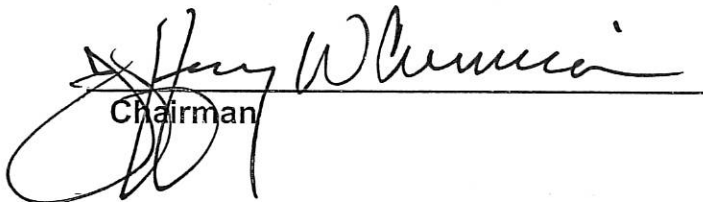
YEAS: All

NAYS: None

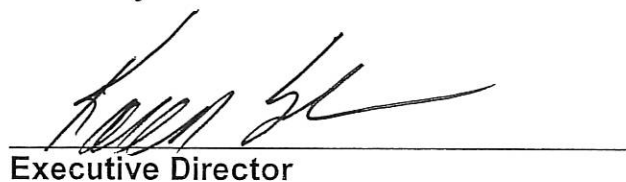
Chairman Jeff Cummins declared motion carried.

ADJOURNED AT 1:12 PM

PASSED AND ADOPTED THIS 13th DAY OF SEPTEMBER 2021.


Chairman

Attest By:


Executive Director

SEAL