

Housing Authority of the City of New Bern

BOARD OF COMMISSIONERS MEETING

Monday, May 21, 2018

4:30 P. M.

Trent Court Auditorium

837 South Front Street

AGENDA

1. Call to Order
2. Roll Call
3. Public Comment Period
4. Approval of Minutes – Board Meeting of April 16, 2018
5. Police Department Report
6. Fire Department Report
7. Finance Department Report
8. Public Housing Report
9. Old/New Business
 - a. Consideration of health insurance renewal with Blue Cross and Blue Shield
 - b. Consideration of Personnel Policy revision incorporating provisions of HUD's Smoke Free Public Housing Rule
 - c. Consideration of purchase of fire suppression canisters for Trent Court
 - d. Report on Trent Court Transformation
10. Executive Director's Report
11. Adjourn

HOUSING AUTHORITY OF THE CITY OF NEW BERN

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD ON MONDAY, APRIL 16, 2018

The Board of Commissioners ("Board") of the Housing Authority of the City of New Bern ("Authority") met at 4:30 p.m. on Monday, April 16, 2018, in the Authority's Administrative Office, New Bern, North Carolina, which is the place, hour, and date set forth in the notice announcing the meeting.

Chair Anderson called the meeting to order at 4:30 p.m.

Roll call was as follows:

Present:

Joseph J. Anderson
Carol B. Becton (arrived after roll call)
William A. Frederick, Jr.
Peter T. Monte
Willie W. Newkirk, Sr.
Robert W. Overman
Steven M. Strickland

Absent:

Thomas C. Hardin
Molicia Hardy
Barbara Lee
Denise H. Powell

Following roll call, Chair Anderson determined that a quorum was present.

Martin Blaney, Executive Director, James W. Norment, attorney, and Stephanie Crosby, paralegal, from Ward and Smith, P.A. also were present.

Members of the public and staff were present. Alderman Bengel was present.

Public Comment Period

No public comments were made.

Minutes of March 19, 2018 Meeting

Commissioner Monte made a motion to approve the minutes of the March 19, 2018 meeting of the Board of Commissioners. Commissioner Newkirk seconded the motion. The minutes were approved unanimously.

Police Department Report

Officer Nelson presented the police report which was included in the board information packet. There was one report of larceny at New Bern Towers. There were seven reports at Trent Court:

damage to property, communicating threats, child abuse, breaking and entering, sex offense, disturbance, breaking and entering of a vehicle.

Fire Department Report

No report was submitted by the Fire Department and Mr. Blaney reported that there were two smoke calls at New Bern Towers from cooking incidents. There was no damage reported.

Finance Report – Alan Reese, CPA

Mr. Reese reviewed the Finance Report which was included in the board information packet. Commissioner Monte made a motion to approve the Finance Report. Commissioner Strickland seconded the motion. The motion was approved unanimously.

Mr. Reese advised that the final unaudited financials had been accepted by HUD.

Public Housing Report – Virginia Stanley

Ms. Stanley presented the Public Housing Report which was included in the board information packet. Occupancy in Trent Court as of the end of March was 93% and New Bern Towers was 96%. There were sixty-two termination letters for non-payment done for Trent Court and six termination letters for non-payment for New Bern Towers. There were four cases of nonpayment for Trent Court and one case for New Bern Towers heard at the March 1, 2018 court session. Three tenants in Trent Court and one in New Bern Towers paid all fees. There was one writ served for Trent Court and the tenant has vacated. In addition, there is a pending termination for a criminal lease violation and a pending termination for another lease violation at Trent Court. There also is a pending criminal lease violation in New Bern Towers.

Old/New Business

1. Final 2017 Public Housing Assessment System Score – Mr. Blaney reported on the final Public Housing Assessment System Score which was included in the board information packet. Mr. Blaney said that the physical plant is the big problem which keeps occupancy from improving. There are new affordable housing units that people can move into instead of moving into Trent Court. Alderman Bengel was acknowledged by Mr. Blaney and she said that she has people contacting her frequently looking for a place to live. Mr. Blaney said that there is a waiting list for people to move in. Ms. Livingston told Alderman Bengel that people need to get on the waiting list if they wanted to have any chance of living in Trent Court. Alderman Bengel asked if Mr. Blaney would provide a range of rent that people pay. She also asked if people moved to New Bern from other areas. Ms. Stanley said that one of the criteria for the Authority is a local preference and Ms. Stanley believes that at least 90% of the residents are local. Mr. Blaney said that there is 100% occupancy in the units that are available. The Authority needs to get more units online so they can be rented.

2. Trent Court Transformation Committee – The initial meeting of the ad hoc committee was held on Wednesday, April 11, 2018. Commissioners Becton, Monte, and Strickland participated. The Committee will continue to pursue the Carolina Avenue piece with the City. In addition, there is another piece of property that scored just as well on the HUD criteria that they will look into. After this meeting, there will be a conference call with Banks Law Firm to discuss.

Executive Director's Report

Mr. Blaney presented some items from the Executive Director's Report which was included in the board information packet.

1. Twin Rivers Y Swimming Camp – Eighteen children participated in the Twin Rivers Y swim camp. Thanks to the Twin Rivers Y and New Bern Parks and Recreation Department who provided transportation for the children.
2. Trent Court Unit Inspections – Tawanna Smith and Mr. Blaney performed inspections of all occupied units of Trent Court. This is an annual inspection and is used to determine maintenance and housekeeping concerns.
3. Summer Lunch Program – With the help of the Trent Court Residents Council, lunches will be provided to children at the Trent Court office throughout the summer.
4. New Bern Towers – The stairway lights in New Bern Towers will be replaced with vandal-resistant LED fixtures.

There being no further business, the meeting was adjourned at 5:03 p.m.

ND: 4820-0480-5730, v. 1

TO: Board of Commissioners

FROM: Martin Blaney, Executive Director

A handwritten signature in black ink, appearing to read "M. Blaney", written over the printed name "Martin Blaney".

RE: Police Department Report

DATE: May 21, 2018

I believe that Sgt. Paul Brown will be our new, permanent contact. He will be at Monday's meeting.

His report is attached. While different, it contains some very useful new information. For example, it shows the attention New Bern Towers has received in response to residents' requests. Please let me know if you have any suggestions for the report and I'll pass them on.

New Bern Police Department
Trent Court Housing Report
Incidents / Cases April 13, 2018 until May 17, 2018

New Bern Towers Calls for Service

911 Unknown Calls	1
Citizen Assist	2
Disturbance /Unknown Type	1
Drug Activity	1
Foot Patrol (Average Time is 30 min.)	68
Recovered Property	1
Suspicious Vehicle	5
Trespassing	1
Traffic Stop	1
Total calls for service	82

Trent Court Apartments Calls for Service

- A Building – Nothing to report
- B Building - B & E Residential - 1
- D Building - Check on the Welfare -1
Domestic – 1
- E Building - Follow Up report -1
Fraud Report -2
Hit & Run -1
- G Building - Hit & Run -1
Juvenile Complaint -1
- H Building - Juvenile Complaint -1
- I Building – Check on the Welfare -2
Larceny -1
Medical Call -1
- L Building - 911 Unk
- S Building - B & E Residential -2
Commitment Papers -1
- Y Building – Citizen Assist -1
- C2 Building – Domestic Disturbance – 3

D2 Building – Domestic Disturbance- 2

There were 4 reports generated from 837 S. Front St.

2- Shots fired
1 -Subject with a knife
Child Abuse

The below Case reports are from Trent Court

S- Building 1 Damage to Property
Y - Building 1 Domestic Disturbance
C-2 Building 1 Missing person

New Bern Housing Authority

Income Statement

March 31, 2018

	Trent Court 1.01	Admin Cost 2	CHI Business Activity 4	NBT 9	Consolidated Income Statement Total
Dwelling Rental	\$ 129,620.47	\$ -	\$ -	\$ 80,744.00	\$ 210,364.47
HAP from HUD	\$ -	\$ -	\$ -	\$ -	\$ -
Excess Utilities	\$ 5,917.15	\$ -	\$ -	\$ -	\$ 5,917.15
NonDwelling Rent	\$ 4,500.00	\$ -	\$ -	\$ -	\$ 4,500.00
Revenues HUD PHA Grants	\$ 193,560.00	\$ -	\$ -	\$ -	\$ 193,560.00
CFP Soft Cost Subsidy	\$ -	\$ -	\$ -	\$ -	\$ -
Interest on GF Investments	\$ 75.15	\$ -	\$ -	\$ 142.63	\$ 217.78
Other Income	\$ 1,619.75	\$ -	\$ -	\$ 288.99	\$ 1,908.74
Late Charges	\$ 3,165.00	\$ -	\$ -	\$ 555.00	\$ 3,720.00
HAP to Craven Terrace I & II	\$ -	\$ -	\$ -	\$ -	\$ -
Other Income Pepsi Cola	\$ -	\$ -	\$ -	\$ 31.49	\$ 31.49
Other Income laundry	\$ -	\$ -	\$ -	\$ 1,430.50	\$ 1,430.50
Bad Debt Recovery	\$ 848.82	\$ -	\$ -	\$ -	\$ 848.82
Hap Payment	\$ -	\$ -	\$ -	\$ 153,487.00	\$ 153,487.00
Development Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Supportive Service Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Revenue	\$ 339,306.34	\$ -	\$ -	\$ 236,679.61	\$ 575,985.95
Administrative Salaries	\$ 36,309.60	\$ 41,684.04	\$ 16,890.96	\$ 16,109.37	\$ 110,993.97
Legal Expenses	\$ -	\$ 2,590.00	\$ -	\$ -	\$ 2,590.00
Staff Training	\$ 654.00	\$ 604.36	\$ 2,617.20	\$ -	\$ 3,875.56
Publications	\$ -	\$ 349.00	\$ -	\$ -	\$ 349.00
Accounting Fees	\$ -	\$ 14,875.00	\$ -	\$ -	\$ 14,875.00
Audit Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ 2,513.14	\$ -	\$ -	\$ 12,935.70	\$ 15,448.84
Payroll Taxes and emp. benefits	\$ 15,866.84	\$ 14,417.55	\$ 9,651.73	\$ 7,935.62	\$ 47,871.74
Rent Expense	\$ -	\$ 3,000.00	\$ 1,500.00	\$ -	\$ 4,500.00
Unemployment Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Office Expense	\$ 4,482.72	\$ -	\$ 387.87	\$ 712.23	\$ 5,582.82
Sundry Admin Expense	\$ 590.67	\$ 25.99	\$ 2,311.53	\$ -	\$ 2,928.19
Development	\$ -	\$ -	\$ -	\$ -	\$ -
Resident Council	\$ 2,544.00	\$ -	\$ -	\$ 108.32	\$ 2,652.32
Recreation/Pub/Other	\$ -	\$ -	\$ -	\$ -	\$ -
Tenant Service Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Water	\$ 42,361.76	\$ -	\$ -	\$ 21,652.70	\$ 64,014.46
Electricity	\$ 36,378.41	\$ -	\$ -	\$ 33,759.41	\$ 70,137.82
Gas-building	\$ 43,787.25	\$ -	\$ -	\$ 2,337.46	\$ 46,124.71
Labor Salaries	\$ 43,450.17	\$ -	\$ -	\$ 13,832.52	\$ 57,282.69
Casual Labor	\$ -	\$ -	\$ -	\$ 1,750.00	\$ 1,750.00

New Bern Housing Authority

Income Statement

March 31, 2018

	Trent Court 1.01	Admin Cost 2	CHI Business Activity 4	NBT 9	Consolidated Income Statement Total
Consulting Expense	\$ -	\$ -	\$ 600.00	\$ -	\$ 600.00
Materials	\$ 13,338.22	\$ -	\$ -	\$ 7,834.87	\$ 21,173.09
Materials - Capitalized	\$ -	\$ -	\$ -	\$ 5,030.40	\$ 5,030.40
Computer Expense	\$ 1,708.18	\$ -	\$ -	\$ 330.74	\$ 2,038.92
Repairs and Maintenance	\$ 8,955.97	\$ -	\$ -	\$ 12,624.01	\$ 21,579.98
Repairs and Maintenance - Capitalized	\$ -	\$ -	\$ -	\$ -	\$ -
Garbage and Trash removal	\$ 8,107.49	\$ -	\$ -	\$ 890.10	\$ 8,997.59
Extermination-Maintenance Expense	\$ 7,854.00	\$ -	\$ -	\$ 636.00	\$ 8,490.00
Payroll Taxes and emp. benefits - Maint.	\$ 16,844.22	\$ -	\$ -	\$ 8,469.47	\$ 25,313.69
Repairs and Maintenance Truck	\$ (98.43)	\$ -	\$ -	\$ 197.78	\$ 99.35
Heating and Air	\$ 2,916.24	\$ -	\$ -	\$ -	\$ 2,916.24
Gas-Truck	\$ 496.75	\$ 436.66	\$ -	\$ 244.68	\$ 1,178.09
Security System	\$ 200.16	\$ -	\$ -	\$ -	\$ 200.16
Protective Services	\$ 864.00	\$ -	\$ -	\$ -	\$ 864.00
Insurance	\$ 17,948.34	\$ 885.31	\$ 431.04	\$ 9,075.94	\$ 28,340.63
W/C Insurance Expense	\$ 2,147.02	\$ 1,122.10	\$ 457.11	\$ 806.04	\$ 4,532.27
License, Taxes and Recycling Fee	\$ 236.18	\$ -	\$ -	\$ 116.33	\$ 352.51
Compensated Absence	\$ -	\$ -	\$ -	\$ -	\$ -
Collection Loss	\$ -	\$ -	\$ -	\$ -	\$ -
Eviction Expense	\$ 1,819.00	\$ -	\$ -	\$ 126.00	\$ 1,945.00
App. Screening	\$ 215.97	\$ -	\$ -	\$ 105.38	\$ 321.35
Uniforms	\$ 1,328.35	\$ -	\$ -	\$ 905.39	\$ 2,233.74
Storage management	\$ -	\$ -	\$ -	\$ -	\$ -
Adm Cost Allocation	\$ 46,394.21	\$ (79,990.01)	\$ 7,998.99	\$ 25,596.81	\$ -
Total Operating Expenses	\$ 360,214.43	\$ -	\$ 42,846.43	\$ 184,123.27	\$ 587,184.13
Total Rev. & Oper. Expenses	\$ (20,908.09)	\$ -	\$ (42,846.43)	\$ 52,556.34	\$ (11,198.18)
Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Fund Activity:					
CFP NC19P005501-16	\$ 13,663.79	\$ -	\$ -	\$ -	\$ 13,663.79
CFP 501-16 Rev. Soft Cost Contra	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Rev. & Expenses	\$ 13,663.79	\$ -	\$ -	\$ -	\$ 13,663.79
Total Net Income (Loss)	\$ (7,244.30)	\$ -	\$ (42,846.43)	\$ 52,556.34	\$ 2,465.61

New Bern Housing Authority Vacancy Report

MARCH 2018 – APRIL 2018

Public Housing

	Ending MAR Occupancy	APRIL Move Outs	APRIL Move Ins	Total APRIL Occupancy	# Vacant	Occupancy % APRIL
Trent Court 218	202	2	7	207	11	95%

Section 8 - New Construction

	Ending MAR Occupancy	APRIL Move Outs	APRIL Move Ins	Total APRIL Occupancy	# Vacant	Occupancy % APRIL
NBT 106	102	0	0	102	4	96%

APRIL 2018

	Pending terminations for non-payment	Pending terminations for criminal lease violations	Pending terminations for other lease violations
Trent Court	61 (14-day)	0	1 (court 5/15/18)
New Bern Towers	11 (30-day)	1 (vacated)	1 (vacated)

Court Session held on April 10, 2018 5 cases - nonpayment

	# Cases to be heard	#Tenants vacated after court	# Tenants paid all court chgs	# Writs filed/ to be filed	#Writs served	#Writs served; 7- day wait or vacated
Trent Court	5	0	4	1	1	1 (vacated)
New Bern Towers	0	0	0	0	0	0

Updated 5/16/2018

TO: Board of Commissioners

FROM: Martin Blaney



RE: Employee Health Insurance

DATE: May 21, 2018

Our coverage is currently provided by Blue Cross and Blue Shield and its renewal date is July 1, 2018. I bring this to your attention now in order to allow employees a full 30 day (June 2018) "open season" within which to consider changes to their coverage.

As was the case last year, there remain few providers in the eastern part of North Carolina: Aetna and Cigna have uncompetitive rate structures for small groups (less than 25 employees) and United Healthcare has a limited network of local providers.

Fortunately, our premium increase was 4 percent. We view this with favor, especially in consideration of our older census and experience.

Arlene anticipated an increase when drafting the operating budget so there should be no budget impact.

Attached, please find correspondence from our broker, Mr. Larry Wolf.

Please consider approval of renewal of the existing health insurance policy with Blue Cross and Blue Shield to be effective July 1, 2018. I will be glad to answer any questions you may have on Monday.

Attachment.

Martin Blaney

From: Larry Wolfe <lwolfe@jwbenefits.com>
Sent: Thursday, May 17, 2018 1:55 PM
To: Martin Blaney
Cc: Arlene Livingston; Ariell Wayman
Subject: BCBS Renewal
Attachments: New Bern Housing - 2018 OPTIONS.xls

Hello all,

Attached is the spreadsheet outlining the renewal with Blue Cross and an option with United Healthcare. As you can see the renewal with BCBS is a 4% rate increase which in today's market is actually pretty good. The UHC rate is similar and I would advise the network with UHC is not as good as Blue Cross's so with that in mind I would recommend staying with Blue unless you were extremely unhappy with them.

Please let me know if you have any questions or need anything else.

Thanks a lot,

Larry Wolfe | President

JWB Insurance Group | 4010 Oleander Drive, Suite 11, Wilmington, NC 28403

www.jwbinsurancegroup.com | lwolfe@jwbenefits.com

Phone: 910.799.5453 ext. 104 | Fax: 910.313.2722



New Bern Housing Authority Analysis 2018

Medical Benefit Comparison

Benefit	CURRENT		RENEWAL		ALTERNATE 1	
	BCBS PPO- Blue Options 1123558		BCBS PPO- Blue Options 1123558		UHC Plan AV-EF w RX870	
Lifetime Maximum	In-Network unlimited	Out-of- Network unlimited	In-Network unlimited	Out-of- Network unlimited	In-Network unlimited	Out-of- Network unlimited
PCP Office Visit	\$25	0%	\$25	0%	\$30	60%
Specialty Office Visit	\$50	0%	\$50	0%	\$60	60%
Preventive Care	Free	N/A	Free	N/A	Free	60%
Routine Eye Exams	Free	N/A	Free	N/A	Free	60%
Urgent Care Copay	\$50	0%	\$50	0%	80%	60%
ER Copay	\$500	\$500	\$500	\$500	80%	60%
InPatient Copay	80%	60%	80%	60%	\$250	60%
OutPatient Copay	80%	60%	80%	60%	\$250	60%
Inpatient Hospital Coinsurance	80%	60%	80%	60%	80%	60%
Outpatient Hospital Coinsurance	80%	60%	80%	60%	80%	60%
Individual Deductible	\$1,500	\$3,000	\$1,500	\$3,000	\$2,000	\$4,000
Family Deductible	\$3,000	\$6,000	\$3,000	\$6,000	\$4,000	\$8,000
Individual Coinsurance Maximum	\$4,000	\$8,000	\$4,000	\$8,000	\$5,250	\$10,500
Family Coinsurance Maximum	\$8,000	\$16,000	\$8,000	\$16,000	\$10,500	\$21,000
Rx	\$4/15/35/50	0%	\$4/15/35/50	0%	\$10/35/70/150	0%

Medical Rate Comparison

Employee Only		
Employee/ Spouse		
Employee/Children		
Family		
Employee Only	\$14,880.36	\$14,644.63
Monthly		\$15,490.52
		\$15,567.91

This is a summary of benefits only. Please refer to the plan's documents for a full explanation of benefits. Rates are illustrative and will change BASED ON ACTUAL RENEWAL

TO: Board of Commissioners

FROM: Martin Blaney, Executive Director



RE: Personnel Policy Revision

DATE: May 21, 2018

On October 16, 2017, the HUD-mandated Smoke Free Housing Policy was adopted by the Board. It was implemented on February 1, 2018. (Surprisingly, we have had no issues with its implementation).

The Smoke Free Housing Policy is in contradiction to the Authority's Personnel Policy. The Smoking Policy prohibits employee smoking on the entire Trent Court campus. The Personnel Policy allows it in "designated areas." Please reference the attached extract from the Personnel Policy.

Accordingly, please consider a Personnel Policy revision as follows:

"H. Smoking/Tobacco Use

It is NBHA's intent to limit workplace exposure to secondary smoke for those employees and citizens who choose not to smoke tobacco products. NBHA is also bound by its Smoke Free Housing Policy which was implemented in response to HUD's mandate. This applies equally to residents, employees, contractors, visitors, and vendors. Therefore, NBHA prohibits the ingestion of all tobacco products on its Trent Court property by employees. Ingestion of tobacco products at New Bern Towers is allowed only beyond 25 feet of the building.

Employees who violate this policy may be subject to disciplinary action, up to and including, an unpaid suspension or immediate termination."

I will be glad to answer any questions you may have on Monday.

Attachment

FROM:
EXISTING PERSONNEL POLICY

H. Smoking/Tobacco Use

It is NBHA's intent to limit workplace exposure to secondary smoke for those employees and citizens who choose not to smoke tobacco products. Therefore, NBHA restricts smoking to designated areas. Employees who smoke should keep these areas clean by properly disposing of cigarette/cigar butts in the appropriate waste receptacle. All

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employees observing violations of this policy are expected to remind smokers (tenants and visitors included) of the smoking policy and provide directions to the designated smoking areas. Smoking in individual offices and NBHA vehicles is strictly prohibited. Employees who violate this policy may be subjected to disciplinary action, up to and including an unpaid suspension or immediate termination.

TO: Board of Commissioners

FROM: Martin Blaney

RE: Purchase of Smoke Suppression Canisters

DATE: May 21, 2018

Nearly all of our fires result from unattended stove-top cooking. Last year we purchased and installed fire suppression canisters at New Bern Towers. This is to request the approval of similar devices for all Trent Court apartments.

On May 13 we were called to a fire at New Bern Towers. A resident had fallen asleep while cooking on his stove. The heat from the fire activated the canisters and the flames were doused with the suppressant. The sprinklers were not triggered, property damage was limited and the resident was spared serious injury. This was the first time the canisters were needed since installation.

This is to request to purchase 440 canisters for installation in Trent Court at a cost of no more than \$15,000 from the 2017 Capital Fund Program budget. This would be the first expenditure from that budget. One bad fire would cost more than that.

Installation is simple and could be accomplished by our maintenance team.

I will be glad to answer any questions on Monday.

TO: Board of Commissioners

FROM: Martin Blaney, Executive Director



RE: Trent Court Transformation

DATE: May 21, 2018

As previously reported, the ad hoc committee decided to pursue an option for the Carolina Avenue property. I was directed to meet with City officials to discuss logistics and details prior to appearing before the Board of Aldermen.

Unfortunately, we have not been able to meet because of their ongoing budget work. This is understandable since most everything comes to a stop while the City's budget process grinds on. As the process comes to a conclusion, I expect to meet with the appropriate officials.

When we are able to appear before the Board, I hope to have both Mr. Straub and Mr. Banks with us.

TO: Board of Commissioners

FROM: Martin Blaney, Executive Director

RE: Executive Director's Report

DATE: May 21, 2018



Maintenance Salaries

We found small inequalities in maintenance pay which have developed over time. Consequently, we have adjusted three salaries. Total adjustments amount to just \$2.01 per hour and will go into effect on June 1, 2018.

Craven Terrace

Someone – Prudential?, U. S. Bank? – made an error in the amortization schedule in the original loan documents. This was corrected with the assistance of Ward & Smith at no expense to NBHA. We received email assurances that this action would have no adverse impact upon NBHA (such as the developer's fee.)

Maintenance Mechanic

Mr. Mike Baker was employed as a maintenance mechanic effective May 16. Mr. Baker was a long-time employee with Comfort Air which closed its doors a couple of weeks ago. In fact, he worked on the original installation of air conditioners at Trent Court. We believe his experience and technical skill will pay dividends.

This action comes at a fortuitous time – if for unfortunate reasons. One of our mechanics is on leave due to surgery. Another is on light duty and is expected to miss significant time due to illness.

Summer Lunch

On Wednesday we will attend training for the summer lunch program which starts soon after school releases for the summer. We hope to feed even more than the 18-20 children we served last year.

Evictions

Even as we face occupancy issues, my firm belief is that we must continue to vigorously enforce leases.

Three leases were recently terminated for issues other than failure to pay rent; one for poor housekeeping (resulting from the just completed unit inspections), one for a drug violation and one for disturbances affecting neighbors' right of peaceful enjoyment of their premises.

Legal Aid was involved in two of the three cases. We cooperated fully and, upon review of our documentation, they decided not to represent the residents. We now have control of two units and expect to have the other by the 29th (all without incurring significant legal expense).

Audit

Our auditors, Thomas, Judy & Tucker will be here on Tuesday, May 29, to begin their field work.

New Bern Towers and Trent Court

The installation of new stairwell lights on both ends of the NBT building is complete. New flagpoles have been installed and each site.



Joseph Anderson, Chair

JUNE 18, 2018

Date



Martin Blaney, Executive Director

6/20/18

Date