

August 4, 2026 Minutes

The regular meeting of the Board of Commissioners of the Housing Authority of the County of Scotts Bluff, NE was held on August 4, 2026, at the Housing Partners of Western Nebraska Community Room, 89A Woodley Park Rd, Gering, NE, and via Zoom. The meeting was properly advertised in the Star-Herald. This meeting was conducted under the guidelines of the Nebraska Open Meetings Act. A copy of the Open Meetings Act was available.

Chairperson Henkel called the meeting to order at 12:02 p.m.

Members Present upon roll call: Chairperson Tammy Henkel, Commissioner Hilary Wasserburger & Vice-Chair & Resident Commissioner George Cortinez were present. Commissioner Albert Bustinza was absent, excused.

Representing the Housing Authority: Executive Director Marissa Lucius, Resource Director Rita Morales, Administrative Office Assistant Amanda Pitner, Public Housing Coordinator Joanna Ybarra-Vazquez, Maintenance Supervisor Jason Wilcox, Ross Coordinator Kim Wells, and Housing Choice Voucher Coordinator Kendra One Horn.

Additions or corrections to the agenda included adding Admin Plan in with item 8), C) ACOP updates.

Moved by Wasserburger and seconded by Cortinez to approve the July 7, 2026, minutes as presented, with the change to the actual printed minutes to reflect the correct July 7th date, not the mistaken July 5th date.

YEA: Cortinez, Henkel, Wasserburger. NAY: None ABSENT: Bustinza

Executive Director Lucius reported that we have made changes to the layout & wording of the agenda after much research. Lucius concluded with her report that she plans to move some staff around & possibly create a new position within the next year. The future of The Carpenter Center is unknown at this time.

Public Housing Coordinator Ybarra-Vasquez reported that we ended July with 7 vacancies, due to the staff transitioning.

Housing Choice Voucher Coordinator One Horn reported that the next briefing will be held in September.

Maintenance Supervisor Wilcox reported that they have hired a maintenance person for Gordon & Hay Springs locations. He stated that we have had 4 out of 6 vehicles in for estimates due to hail and that we will next move to buildings. Wilcox said that they are waiting on capital funds, but that they got eight units ready last month. He also noted working largely with Presto-X as there has been a recent influx. Wilcox ended his report informing us that they had received the capital funds needed for the boilers in Bridgeport.

Ross Coordinator Wells reported that our Vice-Chair & Resident Commissioner Cortinez has been with us for 20 years. She mentioned numerous events, activities and trainings that she will be doing this fall. Resource Director Morales reported that her and Green were trying to finish up transitioning us back to Quick Books from PHA-Web. There was some confusion about if the finances need to be approved since they are "past." Lucius said that she will check with legal on this.

The board discussed the September meeting to be held on the 1st, due to the NE NAHRO Conference, and having to move some calendar items around.

A decision to table old business item on what to do with certificates of deposit remained.

Motion by Wasserburger and seconded by Henkel to approve the lowest bid for a condenser.

YEA: Henkel, Wasserburger, Cortinez NAY: None ABSENT: Bustinza

Moved by Wasserburger and seconded by Cortinez to approve Resolution #1106: Five-year action plan & annual plan

YEA: Henkel, Wasserburger, Cortinez NAY: None ABSENT: Bustinza

Moved by Wasserburger and seconded by Cortinez to approve Resolution #1107: ACOP updates & admin plan

YEA: Henkel, Wasserburger, Cortinez NAY: None ABSENT: Bustinza

Motion by Wasserburger and seconded by Cortinez to approve changes to lease, leasing documents and updates to maintenance charges.

YEA: Henkel, Wasserburger, Cortinez NAY: None ABSENT: Bustinza

Additions and changes to lease to reflect HOTMA. Noted that maintenance will now be one rate, rather than billed for labor and materials, with the clause of something excessive altering the initial rate.

Motion by Cortinez and seconded by Wasserburger to change advertisement of meetings to implement updates made to The Open Meetings Act.

YEA: Henkel, Wasserburger, Cortinez NAY: None ABSENT: Bustinza

Lucius asked for guidance from the board on an appropriate budget for the staff Christmas party.

Moved by Wasserburger and seconded by Cortinez to adjourn the meeting at 1:32 p.m.

Chairperson Tammy Henkel

Executive Director Marissa Lucius