

Coos-Curry Housing Authority  
Regular Board Meeting

M I N U T E S

July 24, 2013  
North Bend City/ Coos-Curry Housing Authorities Main Office  
1700 Monroe St.  
North Bend OR 97459

Attendance:

Coos- Curry Board Members: David Tilton, Chair; Joe Cook, Commissioner; Chris Christoffer, Commissioner; Mark Low, Commissioner; Laura Beville, Commissioner.

Absent: Bruce Newman, Vice-Chair and David Kitchen, Commissioner.

Staff: Ned Beman, Executive Director; Cheryl Slagle, Deputy Executive Director; Karen Dubisar, Accountant; Denise Russell, Assistant to Executive Director.

Others Present: None

1. Call to Order: The meeting was called to order by Chair David Tilton.
2. Establishment of a Quorum: A quorum for the Coos-Curry Housing Authority was established. Commissioner Laura Beville introduced herself to the Board. She is the Pastor of both United Methodist Churches in Coos Bay and North Bend. Laura has lived in Coos Bay for three years. Chair Dave Tilton, welcomed Commissioner Beville to the Board. Commissioner Beville was sworn in last week at the Main Office.
3. Residents and Citizens to be Heard: None.
4. Approval of Minutes: Upon a motion by Commissioner, Joe Cook (Commissioner, Mark Low 2<sup>nd</sup>) the minutes of the June 26, 2013, passed unanimously with the following changes/corrections: remove duplicate phrase “by combining” on page 2 and making “Authority” plural on page three.
5. Resolution No. 598: Create a New Regional Housing Authority: David Tilton, Chair combined the discussion and vote on both Resolution 598 and Resolution 599, and requested that Ned explain the Resolutions to the Board.

In 2005 the Housing Authority had 27 employees; today there are only 15 employees. Anything that can be done to reduce the burden on staff by reducing the duplication of efforts in HUD Reporting for the two Housing Authorities by combining. Each Housing Authority is responsible for submitting an Annual Plan, Physical Needs Assessment, Capital Fund Quarterly Reporting, Capital Fund Annual Plan, Capital Fund Five Year Plan, Budgets, PHAS, Audit, Component Unit Audits, REAC Inspections, Annual Inspections, and HUD Monitoring. Coos-Curry in addition has to file a SEMAP report for Section 8. Every Contract has to be signed by both Housing Authorities for Employee and Vendor Contracts. Other duplications include bank accounts, waiting lists, and duplicate Board Packets. It would be much simpler for both Housing Authorities and HUD if they were to combine.

There are two funding options that are available (it affects North Bend more than Coos-Curry)

once the Housing Authorities combine. The first is Rental Assistance Demonstration and the second is the Moving-to-Work program. The funding works better as single Housing Authority. It also, in both cases, combines the Capital Funds gives the Housing Authority enough money to complete projects. The Moving-to-Work program gives Housing Authorities regulatory relief. It is designed to help families leave the program by providing term limits, with assistance and help to find work. The program will work better with one entity.

Commissioner Christoffer wondered if one Housing Authority was financially unsound or has troubled scores, would HUD allow the Housing Authorities to combine. HUD would not allow them to combine unless the troubled Housing Authority has gone through the Trouble Housing Authority program and has a plan.

Ned explained that he does not see a downside to combining NBCHA and CCHA. In fact, it will benefit the Residents. It makes it easier with one Board of Commissioners that have equal representation from North Bend City, Coos County and Curry County with three Board members from each location and two appointed Resident Commissioners with one from Public Housing and one from Section 8 by the Board of Commissioners. Commissioner Cook requested one Resident Commissioner from Coos and one from Curry Counties, if possible. Ned stated that would not be easy to do; it would be better to have one from each program.

Chair Tilton requested clarification on the timing of the creation of the new Regional Housing Authority and the dissolution of the existing Housing Authorities. Ned explained that the existing Housing Authorities will get dissolved when the Regional Housing Authority receives their ACC contract signed and receives their Federal Housing Number. It will take about 120-days after all the paperwork is sent to HUD.

Chair Tilton asked the Commissioners if they have any questions for Ned. Commissioner Cook responded that the fourth WHEREAS in Resolution No. 598 should also include as part of the statement that they “will accept the transfer of all real property...” that it should also include an additional WHEREAS that states, “WHEREAS, the New Regional Housing Authority will accept all contractual and regulatory obligations of the Coos-Curry Housing Authority.” Chair Tilton and Ned agreed to have the Resolution reflect the new verbiage.

Ned spoke with Corporate Counsel, Shala McKenzie-Kudlac, regarding the contracts. Counsel suggested sending a letter to the contractor stating that the new Regional Housing Authority has been taken on by the new entity. The contractors would have to sign that they are in agreement with the change.

Commissioner Cook made a motion (Commissioner Low 2<sup>nd</sup>) to adopt Resolution No. 598 with the WHEREAS addendum included. There was no further discussion. The motion passed unanimously as modified.

6. **Resolution No. 599: Dissolution and Transfer of Assets of the Coos-Curry Housing Authority:** Commissioner Cook made a motion (Commissioner Low 2<sup>nd</sup>) to adopt Resolution No. 599 as submitted. There was no further discussion. The motion passed unanimously.

7. **Secretary’s Report:** Ned informed the Board about the North Bend City Housing Authority’s Board Meeting. Currently, the Board only has four Commissioners because Holly Tavernier had to resign from the Board. They tabled the resolutions for three months. Two of the Board members have no problem with combining the Housing Authorities while two are opposed to it. The Board wants to speak with the North Bend City Council. Ned has previously

spoken to five members of the City Council and the Mayor on the subject of combining the Housing Authorities. Three of the five Commissioners have no problem with combining, one wanted to see the financial figures and the other does not want to lose control of the North Bend City Housing Authority. The Mayor does not have an issue with combining.

Ned believes that the North Bend City Board of Commissioners will inevitably agree to combine the Housing Authorities. Once the Board seat is filled it will help. Ned requested assistance from the Commissioner if they know any of the City Council members that have an issue with combining the Housing Authorities to speak with them. Chair Tilton was pleasantly surprised that there are two of the NBCCHA Commissioners that are willing to pass the Resolutions.

Chair Tilton likes that it frees up between \$70,000 and \$80,000 to provide the services to the community that we need to provide. Commissioner Christoffer stated that is good that we are being proactive given the financial climate.

Ned also explained that it NBCCHA that prohibits diversification of the funding and programs that can be offered because they lack a Section 8 program. The Moving-to-Work program doesn't make sense for Coos-Curry without the other 108 Public Housing Units.

Chair Tilton, believes that if NBCCHA sees that they gain greater benefits by combining that it will pass. Commissioner Cook wondered how many North Bend voters are we housing that will receive greater benefit from the combining.

A. **Financial Report:**

B. **Operations Report:**

C. **Maintenance Report:** None

D. **Contracts and Projects:** None

E. **Staff/Training:** None

8. **Informational Items:** None

9. **Executive Session:** None

10. **Adjournment:** Upon a motion by Commissioner, Mark Low; (Commissioner, Laura Beville, 2<sup>nd</sup>), the Coos-Curry Housing Authority meeting was adjourned.

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David Tilton, Chair  
Coos-Curry Housing Authority

ATTEST:

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Ned Beman, Executive Director