

Coos-Curry Housing Authority  
Regular Board Meeting

M I N U T E S

August 28, 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; Chris Christoffer, Commissioner; Mark Low, Commissioner; and David Kitchen, Commissioner via phone.

Absent: Bruce Newman, Vice-Chair; Joe Cook, Commissioner and Laura Beville, Commissioner

Staff: Ned Beman, Executive Director; Cheryl Slagle, Deputy Executive Director; and 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.
3. Residents and Citizens to be Heard: None.
4. Approval of Minutes: Upon a motion by Commissioner, David Kitchen (Commissioner, Mark Low 2<sup>nd</sup>) the minutes of the July 24, 2013, passed unanimously with the following changes/corrections: adding a “y” to health on page three.
5. Approval of Flooring Services Contract – Wayne’s Color Centre: Ned explained to the Board that every few years the Housing Authority goes out to get bids on contracted services. This contract is for Konecto and linoleum flooring in the Public Housing Units. The linoleum is only used in the bathroom areas of the units, while the rest of the unit is done in Konecto. The Konecto flooring is a wood-like, plastic flooring that floats over the existing flooring, and water does not damage it.

The NBCCHA requested bids from four vendors, of which we received two bids back. Wayne’s Color Centre came in considerably less expensive than Knutson’s Carpet Hut (Knutson’s had the contract last time.) Ned made the recommendation to the Board to go with Wayne’s Color Centre. Commissioner Kitchen asked how much cheaper Wayne’s was per square foot. Ned responded 0.90 cents less expensive. The Board noted that the cost savings is quite significant. Chair Tilton hopes that Wayne’s Center can provide the services for what they bid. Ned indicated that if they could not that the contract would revert back to the other bidder, Knutson’s Carpet Hut.

Commissioner Kitchen made a motion to accept the low bidder for the Flooring Services Contract #01-2013 (Commissioner Christoffer 2<sup>nd</sup>). No further discussion being heard the motion passed unanimously to award the contract to Wayne’s Color Centre.

6. **Combining Housing Authorities Update:** Ned reported to the Board on the progress of combining the Coos-Curry Housing Authority and the North Bend City Housing Authority. Ned started by thanking the Coos-Curry Housing Authority for voting to move forward with the process. NBCHA tabled the resolutions for three months to talk with the Residents and the North Bend City Council regarding the dissolution of NBCHA and the creation of a single regional Housing Authority.

The outcome from the Resident meeting, 40 residents showed up, is that overall the processes makes sense both administratively and financially for the services that the Housing Authority will be able to provide. The major concerns expressed by the Residents were whether or not maintenance would change and if any employees would be released due to the consolidation. Ned indicated to the Residents that the answer to each of these issues is 'no' because the Housing Authority is still required to maintain the units to a specific standard and that the staffing has been cut as far as it currently can and still provide the level of services it currently does.

The expectation once the presentation is made to the North Bend City Council will either be 6 to 1 or 5 to 2 for the consolidation of the two Housing Authorities into a single entity. After meeting with the City Council, the only issue for one council member was about losing control, and why they should take on Coos-Curry Housing Authority? Ned is addressing the issue by providing the North Bend City Council with additional information that shows that Coos-Curry Housing Authority provides more services and spends more funds, both in landlords and vendors, in North Bend than NBCHA does. Landlords living in North Bend receive \$677,000 dollars from the CCHA's Section 8 Program (NBCHA does not have a Section 8 Program.) Vendors and Contractors between the NBCHA and CCHA receive about equal dollars.

Additional questions that the City Council asked included how the City of Coos Bay was involved, and if there was any major debt; Ned responded that the City of Coos Bay has no affiliation to the Housing Authorities or the consolidation process, and PERS is the only debt that both Housing Authorities have and are responsible for.

The North Bend City Manager, Terence O'Connor wanted to know if they should put the item on the Agenda for the September 10, 2013. Ned indicated that he cannot put it on the City Council's Agenda until the NBCHA Board completes their resolutions to move forward with the process. Ned shared with the CCHA Board that the NBCHA Board is talking amongst themselves to put it back on the Housing Authorities September Agenda. This will allow North Bend City and both Coos and Curry Counties to put the item on their respective October Agendas. This will provide Ned with time to complete the paperwork in November to submit to HUD.

7. **Secretary's Report:**

- A. **Financial Report:** Ned reported that the financials are being readied for submission to HUD either today or tomorrow. Besides the information that HUD requires, they want the audit included; which incidentally includes the same information.

The Housing Authority is doing okay financially. There is very little profit, but that was expected because of the subsidy cuts. Ned will be providing information on the impact of sequestration to the community in savings/cost cutting measures that have impacted the vendors and upkeep of the properties. Dave Tilton and Ned will be meeting with Senator Merkley, Senator Wyden and Congressman DiFazio offices on September 9th

while they are back in D.C. for the Legislative Forum.

Ned attended the Economic Outlook Forum in Lincoln City where he discussed the subject of Jordan Cove's impact on the Housing Authorities for approximately four years and having enough housing inventory for the construction workers. The consequences of which will be increased rents that will lower the number of people the Housing Authorities will be able to provide services to; lower administrative fees will limit the money available to provide staffing unless funding can be found to bridge the gap and minimize losses of funding to provide services. Jordan Cove is still scheduled to start in 2014.

- B. **Operations Report:** The Voucher programs are still leasing up in an effort to provide services to as many individuals as they can for the snapshot on December 31, 2013, that will be used as part of the method to determine what the funding levels will be for the 2014 fiscal year. The Section 8 Waiting List is currently at one year. The Main Stream program is leased up to capacity (50).

The programs are still using reserves, and this may affect the PHAS and SEMAP scores because of the lack of reserves.

In looking toward the future, if the RAD program is implemented, Ned believes that the funding would be locked in at the 2012 levels. This program only pencils out if the Housing Authorities are one entity instead of two because the program requires that Housing Authorities have Section 8 programs.

Chair Tilton offered to speak with the Board at the next meeting regarding the topics covered during the Legislative Forum in Washington D.C. that he will be attending with Ned next month.

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, David Kitchen; (Commissioner, Mark Low, 2<sup>nd</sup>), the Coos-Curry Housing Authority meeting was adjourned.

---

David Tilton, Chair  
Coos-Curry Housing Authority

ATTEST:

---

Ned Beman, Executive Director