

Coos-Curry Housing Authority
Regular Board Meeting

M I N U T E S

June 25, 2014
North Bend City / Coos-Curry Housing Authorities Main Office
1700 Monroe St.
North Bend OR 97459

Attendance:

Coos- Curry Board Members: Bruce Newman, Chair; Mark Low, Vice-Chair; Joe Cook, Commissioner and Karen Gilmartin, Commissioner.

Absent: David Tilton, Commissioner, Laura Beville, Commissioner and David Kitchen, Commissioner

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

Others Present: Dennis Hooper, Resident

1. Call to Order: The meeting was called to order by Chair, Bruce Newman, at 4:00 p.m.
2. Oath of Office: Karen Gilmartin: Karen Gilmartin took her oath and was seated as a Commissioner for the Coos-Curry Housing Authority.
3. Establishment of a Quorum: A quorum for the Coos-Curry Housing Authority was established.
4. Residents and Citizens to be Heard: Dennis Hooper came to the Board Meeting to address an entrance issue into his residence without notice. According to Mr. Hooper, the unit's power was disconnected on December 19th, 2013. The following Monday, maintenance staff entered Mr. Hooper's unit because of the emergency. Mr. Hooper disagrees with the entrance being an emergency. Mr. Hooper is requesting the Board to consider the definition of emergency, and why a power outage is an emergency. Mr. Hooper requested that a policy change be made to include a phone call or email prior to the physical visit due to an emergency. He is requesting a written position from the Board on the events from last year. Executive Director Beman, will provide the Board Chair with the information from the grievance.

Mr. Hooper requests that the information in the Newsletter be verified to make sure that it is correct. The last newsletter had information on the Myrtle Point Food Bank and the hours of operation were incorrect.

Mr. Hooper is requesting the Board to make a determination on whether or not deer are a nuisance animal when they show up on the property, and requested a written response. Executive Director Beman indicated that the issue would be discussed at the next Board Meeting.

Chair Newman thanked Mr. Hooper for his time and attending the Board Meeting.

5. Approval of Minutes: Upon a motion by Commissioner, Joe Cook (Vice-Chair, Mark Low 2nd) that the minutes of the May 13, 2014 Special Board Meeting be approved as submitted. The motion passed unanimously with no discussion.
6. Resolution No. 604 -Revised Flat Market Rent Schedule: Executive Director, Beman reported that the Housing Authority needs to look at flat rents to make sure that they are within HUD regulations. This year two of the rents need to be increased. Vice-Chair, Mark Low (Commissioner, Joe Cook 2nd) to approve Resolution No. 604 Revised Flat Market Rent Schedule. There was no discussion. The motion passed unanimously.

7. Resolution No. 605 - COLA: HUD issues a COLA increase of maintenance personnel to begin July 1, 2014. To be fair to all employees, it is recommended that all non-maintenance personnel receive at 2% increase as of July 1, 2014. The staff has not received a COLA increase since 2009.

Chair Newman noted it has been awhile since the Board has discussed this. Executive Director Beman indicated that the Housing Authority froze all wage increases; however, because HUD is issuing a COLA for maintenance personnel is why he is requesting a COLA for all other employees. Merit increases are still frozen.

Commissioner Cook asked if there was budget authority to give the 2% increase. Executive Director Beman indicated that yes, the increase is no problem.

Vice-Chair, Mark Low (Commissioner, Joe Cook 2nd) to approve Resolution No. 605 for a 2% COLA. There was no discussion. The motion passed unanimously.

8. Discussion of Notice PIH 2014-14: Voluntary Conversion of Public Housing Units to Section 8: Executive Director Beman reported that this PIH sounded like a good idea; however, the Housing Authority does not meet the statutory requirement of neutral cost. This would have put all the Public Housing units into the Section 8 program. If it would have been feasible, this program would have solved the consolidation issues. Coos-Curry Public Housing payment is \$19.00 per unit over the HAP payment for Section 8; therefore, we are unable to participate.

E.D. Beman wrote to the Congressional Offices regarding the \$120,696 that would allow the Housing Authority participate in the PIH 2014-14 program on an annual basis. Because the conversion is tied to a statute, any changes have to be done through the Congressional process.

HUD will be coming out in a short period of time, to have small housing authorities merge or consolidate. Today HUD came out with a new notice that states, Consortiums can ask for waivers for most anything. Currently, Coos-Curry Housing Authority and North Bend City Housing do not have a formal Consortium Agreement between the two entities. The only thing that has been found is an agreement with North Bend City Housing Authority to share staff with Coos-Curry Housing Authority.

The Consortium Agreement will be on the next Board Agenda. This will finalize formally, what is being done currently between the Housing Authorities. All of the funding will be put into one Housing Authority, and they will manage funds and staffing for the other. E.D. will find out if this will require a management agreement or if the monies are transferred by due to / due from.

Once the Consortium is in place, Coos-Curry would do the contracts for North Bend. In addition, E.D. Beman emailed the HUD Field Office to see if a waiver could be done to have the Housing Authority that receives the funding be the only one that has to do reporting to HUD. Another waiver that he is finding out about is to see if all Public Housing Units could be reported to HUD as one project.

The Chair of North Bend City Housing Authority is still interested in moving forward with the reorganization. There will be a resolution presented to the Board to set guidelines on how to move through the process of accomplishing the reorganization.

9. Secretary's Report:

- a. Finance: The Housing Authority is doing well. Budget Year-to-Date shows a gain because all of the Capital Funds. The Housing Authority new auditor may not like a negative budget being submitted for approval. The Housing Authority still has reserves of \$107,000, and local funds for \$90,000. Capital Funds will be pulled down.

E.D. Beman will be meeting with Michael Hendricks to discuss getting a letter of commitment from Jordan Cove. This will enable the waiver processes to be started.

- b. Operations: Section 8 is up and down in participation. The briefing that was held today, all of the

Top of the List applicants showed up. The Waiting List is now down to applicants that have no preferences. Commissioner Cook noted that may was a strong month of leasing for the Section 8 program. There will be a port to HI that will cost us about three vouchers. When a client is on Section 8 they are able to take the funding to other localities.

Chair Newman wondered if the March eviction did not pay their utility bill. E.D. Beman indicated that is correct. When utilities are turned off in the middle of winter it is considered a health and safety emergency.

The VASH Vouchers in Curry County are in line with the demographics of the county.

c. Maintenance: Fence work will be done in Coos-Curry because some of the wood fencing is starting to fall. The fencing will be replaced with chain link.

d. Staff Training:

10. Information Items: None

11. Executive Session: None

12. Adjournment: Upon a motion by Vice-Chair, Mark Low (Commissioner, Karen Gilmartin 2nd) the Coos-Curry Housing Authority meeting was adjourned at 4:31 P.M.

Bruce Newman, Chair
Coos-Curry Housing Authority

ATTEST:

Ned Beman, Executive Director