

North Bend City Housing Authorities
Regular Board Meeting

M I N U T E S

July 22, 2014
North Bend City Housing Authorities Main Office
1700 Monroe St.
North Bend OR 97459

Attendance:

North Bend Board Members: Patty Cook, Chair; Helen Sutthill, DVM, Vice-Chair; Kevin Owens, Commissioner and Bruce Martin, Commissioner

Absent: Ron Cleveland, Commissioner

Staff: Ned Beman, Executive Director; Cheryl Slagle, Deputy Executive Director; Karen Dubisar, Accountant; Lisa Lucero, Public Housing Manager and Denise Russell, Assistant to Executive Director

Others Present: None

1. Call to Order: The meeting was called to order by Patty Cook, Chair at 12:30 p.m.
2. Establishment of a Quorum: A quorum for North Bend City Housing Authority was established.
3. Residents and Citizens to be Heard: None
4. Approval of Minutes: Upon a motion by Commissioner, Kevin Owens; (Commissioner Bruce Martin 2nd) to accept the minutes from June 24, 2014, of the North Bend City Housing Authority's Special Board Meeting. The motion carried unanimously.
5. Resolution No. 730: Consolidation of North Bend City Housing Authority with Coos-Curry Housing Authority: Chair, Patty Cook tabled Resolution No. 730.
6. Resolution No. 731: Consortium Agreement with Coos-Curry Housing Authority: Executive Director Beman explained that the Consortium Agreement is formalizing what the two Housing Authorities have been doing all along. Since there has not been an agreement signed before according to the minutes, and there should be one in place. HUD is clarifying the rules of the Consortium Agreement. Coos-Curry runs the payroll, has all of the employees, North Bend HA pays Coos-Curry back for the labor.

Commissioner Martin wondered if this is a requirement from HUD. Executive Director Beman indicated that it is because it is what we have been doing. If the agreement is not done then everything would have to be split completely apart.

Vice-Chair Sutthill, DVM made a motion to accept the Consortium Agreement (Commissioner

Owens 2nd), Discussion of Article IV states that new members will comply with the current agreement. Executive Director Beman indicated that it is incase another Housing Authority wants to join the Consortium.

The motion passed unanimously.

7. **Approval of Fencing Contract:** Executive Director Beman reported that we put a fencing contract out for bid. Only one of the four companies responded, West Coast Fencing. E.D. Beman is recommending to the Board that we accept their proposal. Commissioner Owens made a motion to approve (Commissioner Sutthill, DVM 2nd). The motion passed unanimously.

8. **Secretary's Report:** Executive Director, Ned Beman, reported he met with the Up and At 'Em's group last week. Two of the members volunteered to help rewrite the by-laws. The goal is a little more flexibility in how the organization is able to run. They group will have quarterly meetings/activities. The group would like to go on a trip. It is really hard to get transportation because you have to have ADA compliant transportation. This makes it impossible to charter a service. Star of Hope can loan the group a bus if there is a trained driver.

The group would like to be able to take excursions to such places as the Farmers Market or the Sawdust Theater occasionally. The Housing Authority will be looking into ways to help this happen through sponsorship, local funds, or a small cost to the residents.

The residents of Airport Heights were invited to participate in a meeting with Senator Arnie Roblan on the importance of education from 0 to adult. Only one person showed up.

Senator Roblan suggested that we do a coffee in the morning and go door-to-door to see if we can get any more interest and participation. It has been really hard to get participation or interest.

In light of the G.E.D. program that we are attempting to get started, it depends on a certain level of participation to make the program viable. The HA has a source of funding for the computers. There are approximately half of the residents that could be potential participants in the program.

What may happen is open it up to the community as a whole, or at least open it up to the Section 8 clients. Part of the goal, in getting them together repeatedly, is to be able to start working with the children.

We are waiting on the electrician to install the electrical for the Wi-Fi at Hamilton Court. All of the equipment is here and waiting to be installed.

- A. **Financial Report:** The HA is still doing well. Capital Funds have been moved into operations. The HA is starting to have fencing replaced at Airport Heights. The wooden fencing is being replaced with chain link with privacy slats.

The HA still has a Reserve balance that is being drawn down. It will never be as large again because we do not want it taken back. HUD is talking about taking it over and holding it for the Housing Authorities. This is something that has been done in the Section 8 Program.

- B. **Operations Report:** The Housing Authority is looking into offering the residents the ability to pay their portion of the rent through debit card. Part of the reason is that more and more government funding is being done through a debit card for payment to the program participants, such as, child support and TANF. This option will be easier and less costly to the program participants. There will be a small service fee to the HA for offering this as an option of two to two-and-a-half percent.

Hamilton Court is at full residency and Airport Heights has one vacancy that will be filled today.

- C. **Maintenance Report:**

- D. **Contracts and Projects:**

- E. **Staff/Training:** None

- 9. **Informational Items:** None

- 10. **Executive Session:** None

- 11. **Adjournment:** Upon a motion by Commissioner, Kevin Owens (Vice-Chair, Helen Sutthill, DVM 2nd) the North Bend City Housing Authority meeting was adjourned at 12:43 p.m.

Patty Cook, Chair
North Bend City Housing Authority

ATTEST:

Ned Beman, Executive Director