

North Bend City Housing Authorities
Regular Board Meeting

M I N U T E S

February 26, 2013
North Bend City Housing Authorities Main Office
1700 Monroe St.
North Bend OR 97459

Attendance:

North Bend Board Members: Patty Cook, Vice Chair; Marie Martin, Commissioner; Ron Cleveland, Commissioner; and Holly Tavernier, Commissioner. Absent: Kevin Owens, Chairman.

Staff: Ned Beman, Executive Director; Debbie Kaufman, Housing Director; Lisa Lucero, Assistant Housing Manager, and Denise Russell, Executive Assistant.

Others Present: Louis Cryts, Hamilton Court Resident #301; Loretta Smith, Hamilton Court Resident #313; Klara Jaensch, Hamilton Court Resident #110; Barbara Roberts, Hamilton Court #216; Evelyn Drake, Hamilton Court Resident #311; Darlene Bargas, Hamilton Court Resident #317; Mary Stiles, Hamilton Court Resident #315; and Edith Brown, Hamilton Court Resident #309

1. **Call to Order:** The meeting was called to order by Patty Cook, Vice-Chair at 12:30 p.m.
2. **Establishment of a Quorum:** A quorum for North Bend City Housing Authority was established.

Patty Cook, Vice-Chair made a motion (Marie Martin 2nd) to move to an Executive Session. Upon returning to the meeting room, Patty Cook, Vice-Chair made a motion (Holly Tavernier, Commissioner, 2nd) to return to the Regular Board of Commissioners Meeting.

3. **Residents and Citizens to be heard:** Mary Stiles, Hamilton Court #315, President of Up-And-At-Em Seniors Club. The club had a taco feed where they almost ran out of tacos.

Mary stated, "She knows that people are concerned about the open windows." Mary said that whatever Ned could say about the issue would be fine. "Other than that I don't have much more to say on it, but I know that others do."

Darlene (Nina) Bargas, Hamilton Court #317

"Personal to me nothing has been said, but a lot of the residents have come to me and very disturbed. Some of them are scared and very concerned because – for lack of a better word - they have be accosted by another resident, as far as bullying – is what I would call it – we have

tried to comply as much as we can with these people. Parts of it I have seen; other parts of it I have been told by the people involved, that they are approaching people and telling them that they stink, that they need to go wash off their makeup because it affects their health, they need to quit using this or that because it affects their health. I understand that they have threatened other actions against other people. Some of them are afraid of retaliation if they come forward to fill out a complaint. [They are] afraid that it will get back, and it is just gotten out of hand – the one-on-one threats and accusations.”

Ned suggested to the Residents, “that we do need it in writing or they can come in and talk with Denise Russell, and she will put it in writing. It will not get back, and we will take the matter we need to take with it. If a resident is bothering other residents, we need to have substantiating information and then we can take that and do what we need to do with the information.”

Louise Cryts, Hamilton Court #301

“I am the one most closely associated with it because I am on the same wing that they re. They are leaving those windows open during the rain.” Ned stated the Housing Authority is aware of that. She stated that “I had started to go down and close them, and I put this notice up letting them know why I was closing them, and I found it wadded up, thrown out the window on the grass. And the day she put up a note saying that she could add me to the suit.” Ned asked Louise if she had a copy of that note. Louise responded, “No. I was informed of it – she didn’t see it. One of the neighbors was so concerned about me that they knocked on the door and said, Louise guess what.

Ned informed the participants that the Board meeting is documented. “If somebody did see a note that said that you would be part of a suit, we need that in writing. Louise stated, “She must have known that because she took it right down.” Ned told the group, “I have to be real careful about what I am saying, we just need written documentation. You can give it to Lisa Lucero, they can come in and talk to Denise.” Louise stated, “her main concern is that a lot of ladies on my side of the building, walk up and down that isle, and they are not in the best condition. They are walking because the Doctors have told them to, and there is water all over that floor. Now that is dangerous for those ladies with the water out there. A couple of them lean on the window sill which is soakin’ wet.” Ned stated, “He understands that, and we do have pictures of that.” Louise stated, “That she wanted to be sure, come and get some instructions on what I need to say, and I will attach this [the wadded up note] to that.”

Mary Stiles, noted that she has complaint forms and has made them available to any of the residents that want one. In fact they made them available at the last meeting and lots of people took them. She wondered if we have had any turned in. Ned stated that we have received a few, and that he knows this is a serious issue.

Barbara Roberts, Hamilton Court #216

“The day they started this, they started on my floor. They worked the whole day on my floor. You [Ned] was there, Debbie [Kauffman] was there, three people from HUD was there, a fireman was there, and two other people that were doing the floor were there – Did you smell anything? I didn’t smell anything, and they were there all day.” Ned responded that he was not going to comment on that. “You all have very serious issues, and you are concerned with your

health and your safety. If you are concerned with your health and safety, then, I would write a complaint with your health and safety concerns.”

Darlene (Nina) Bargas, Hamilton Court, #317

“Just so you know, this person is also walking around talking about how she has a lawsuit against housing, and housing has a signed agreement – now this I have heard myself – that they cannot do anything without running it passed that particular family. And that is a kind of bullying tactic.”

Ned stated that they need to make sure that they put their complaints regarding their health and their safety in writing.

Loretta Smith, Hamilton Court #313

“What I don’t understand, and maybe you have witnessed this yourself, these people are so sensitive for health issues, yet they feed the crows all over town. And the other day the Mister of this couple drove up in the car and got out, and every crow in town was following that car. What about the health hazards? Do I put that in a complaint? “Are you aware that she smokes?”

Ned restated that they should put anything regarding their health and safety into a written complaint form.

Ned asked if there were any other comments or questions and thanked them for participating.

4. **Approval of Minutes:** Upon a motion by Commissioner, Holly Tavernier; (Commissioner, Marie Martin 2nd) the minutes from January 22, 2013, of the North Bend City Housing Authority’s Regular Meeting were approved. The motion carried unanimously.

5. **Resolution No. 713: Revised Flat Rent** – Ned explained that the Housing Authority looks at the rent structure and adjust the flat rent according to what the market for the area is. Flat rent is a payment that the resident can make that is not tied to their income level and is reviewed every three years. They are able to stay in Public Housing as long as they are paying the flat rent. The existing Flat Rent is \$557.00, and the flat rent will be going up to \$580.00 per month. Commissioner Martin asked what the \$505.00 means. Ned explained that it is the Fair Market Rent value. HUD sets the fair market rent; however, it does not consider the rent prices in the community – that is what the comparables are. Then, the Housing Authority averages it out. Commissioner Marie Martin (Commissioner Ron Cleveland, 2nd) a motion to accept the Revise Flat Rent Schedule Resolution. The Resolution passed unanimously.

6. **Resolution No. 714: Appreciation to Ms. Loretta Smith in Recognition of Services**– This Resolution has been done already.

7. **Secretary’s Report:**

- A. **Financial Report:** The budget is fine. Ned spoke with Congressman DeFazio’s office staff member yesterday. He asked Jamie if anything was happening. They are planning for sequestration to happen. The Housing Authority is planning on a nine percent less than what we are currently getting now. Once we know what the budget is going to be

we will need to look at the budget again to determine if there are any adjustments that need to be made. We have an advantage as a small Housing Authority because in the last year, we have moved our Capital Fund into operations, and that gives the Housing Authority a little leeway. The Housing Authority is a little thin staff wise (for example, Maintenance.) North Bend City Housing Authority will not be as hard hit as Coos-Curry Housing Authority because they are talking about cutting some funding to the Voucher Program, which will impact clients that are currently receiving benefits. They are also cutting the administrative fees to the Section 8 Program to about sixty-eight percent. The Field Office that we deal with will be on 4-day work weeks. The reporting requirements may be effected. We've done as much planning as we can because we don't know how much money we will be getting.

Commissioner Patty Cook asked if the Reserve Balance in the Financial Report is actual funds that the Housing Authority has or if they are funds that will be needed. Ned indicated that the funds are sitting in the Reserve Balance Fund.

- B. **Operations Report:** The Housing Authority has completed the organizational restructuring. The interview panel for the Deputy Executive Director opening chose Cheryl Slagle. Everyone did a good job during their interviews and the decision was really close. Then Cheryl led the interview panel for the two Housing Managers and the HCV Manager openings. The follow individuals were chosen for:
- a. Multi-Family Manager – Debbie Kauffman
 - b. Public Housing Manager – Lisa Lucero
 - c. HCV Manager – Karen Grisso

Karen Dubisar will be the Accountant. Tammy Laird's last day will be this Thursday, February 28, 2013. Tammy will be starting her new job on Monday. Ned noted that Stacey Shurtleff is moving to South Dakota.

These changes will take effect on Monday, March 4, 2013. The Organization Chart will be amended to include the employee name that is filling the position, and be included in the Board of Commissioners Packet for next month's meeting.

Occupancy is at 100%

Airport Heights Successful Children's Program

Ned thanked Ron Cleveland for helping get all of the people invited to the Thursday afternoon meeting.

The program has not been as successful as we would like it to be. We are taking a step back to talk with families on Thursday afternoon at 4:00 P.M. to see what we can do to help the program be more successful. When Ned was in Salem last week, he talked with Senator Roblan who has offered to help with the program if there is anything that he can do.

Commissioner Cook asked for clarification on what the program was for, and Ned elaborated that the program is for 0 to 5- year olds. The main focus is to help with the foundation and fundamentals that they will need to be successful in kindergarten. The residents do have other issues that they would like to have worked on. There are families in the Airport Heights community that have children that are being homeschooled that need some help. We do want to keep within the Successful Children's Program, but we are going to see what we can do to work around the other issues.

The partner participants are the Southwestern Oregon Community College, School District, Mental Health and Public Health, Center on Commission of Families and Children.

- C. **Maintenance Report:** None
- D. **Contracts and Projects:** None
- E. **Staff/Training:** None
- 8. **Informational Items:** None
- 9. **Executive Session:** See Section 2
- 10. **Adjournment:** Upon a motion by Commissioner, Marie Martin; (Commissioner, Holly Tavernier 2nd), the North Bend City Housing Authority meeting was adjourned at 1:05 p.m.

Kevin Owens, Chairman
North Bend City Housing Authority

ATTEST:

Ned Beman, Executive Director