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**Homes. People. Partnerships. Good.** [www.homesforgood.org](http://www.homesforgood.org)

## **HOMES FOR GOOD HOUSING AGENCY**

### **BOARD OF COMMISSIONERS MEETING WEDNESDAY, OCTOBER 17<sup>TH</sup>, 2018**

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- VIII. ORDER 18-17-10-05H
- IX. ORDER 18-17-10-06H

# AGENDA

Homes for Good Housing Agency



## BOARD OF COMMISSIONERS

### Location of the meeting:

Board of County Commissioners Conference Room, Public Service Building, 125 East 8<sup>th</sup> Avenue, Eugene, OR, 97401

Phone: 541.682.2506

The meeting location is wheelchair-accessible. Anyone needing special accommodations (deaf, people with hearing loss, language translation, chemical sensitivity needs, and large print copies of agenda), please make your request at least 48 hours prior to the meeting.

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**Wednesday, October 17<sup>th</sup>, 2018**

(2:30 p.m.) (Board of County Commissioners Conference Room)

### 1. #PUBLIC COMMENTS

(Expected maximum time 10 minutes: Speakers will be taken in the order in which they sign up and will be limited to 3-minutes per public comments. If the number wishing to testify exceeds 10 speakers, then additional speakers may be allowed if the chair determines that time permits or may be taken at a later time.)

### 2. COMMISSIONERS' RESPONSE TO PUBLIC COMMENTS AND/OR OTHER ISSUES AND REMONSTRANCE (2 min. limit)

### 3. ADJUSTMENTS TO THE AGENDA

### 4. COMMISSIONERS' BUSINESS

### 5. EMERGENCY BUSINESS

### 6. ADMINISTRATION

- A. Approval of Minutes: 09/19/2018
- B. Executive Director Report (estimated time 15 minutes)
- C. **Order/18-17-10-01H** – In the Matter of Authorizing the Executive Director to Apply for HOME funds and System Development Charge (SDC) waivers for the Housing First Apartment Community in Eugene, Oregon (Nora Cronin, Project Developer) (estimated time 10 minutes)
- D. **Order/18-17-10-02H** – In the Matter of Approving Contract 18-P-0062(Architectural Services) for the Housing First Apartment Community in Eugene, Oregon (Nora Cronin, Project Developer) (estimated time 10 minutes)
- E. **Order/18-17-10-03H** - In the Matter of Authorizing the Executive Director to Apply for 4% Low Income Housing Tax Credits for the Housing First Apartment Community in Eugene, Oregon (Nora Cronin, Project Developer) (estimated time 10 minutes)
- F. **Order/18-17-10-04H** – In the Matter of Authorizing the Executive Director to Apply for HOME funds for the Thurston Heights Affordable Housing Project in Springfield, Oregon (Spencer McCoy, Project Developer) (estimated time 10 minutes)
- G. **Order/18-17-10-05H** – In the Matter of Approving a Fair Housing Resolution for Market District Commons Apartments (Steve Ochs, Real Estate Development Director) (estimated time 10 minutes)

- H. **Order/18-17-10-06H** – In the Matter of Authorizing the Development and Financing of Market District Commons Affordable Housing Development (Steve Ochs, Real Estate Development Director) (estimated time 10 minutes)

**7. OTHER BUSINESS**

Adjourn

# Meeting Minutes

Homes for Good Housing Agency

## BOARD OF COMMISSIONERS



### Location of the meeting:

Board of County Commissioners Conference Room, Public Service Building, 125 East 8<sup>th</sup> Avenue, Eugene, OR, 97401

**Phone:** 541.682.2506

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---

**Wednesday, September 19<sup>th</sup>, 2018**

(2:30 p.m.) (Board of County Commissioners Conference Room)

### 1. #PUBLIC COMMENTS

*None*

### 2. COMMISSIONERS' RESPONSE TO PUBLIC COMMENTS AND/OR OTHER ISSUES AND REMONSTRANCE (2 min. limit)

*None*

### 3. ADJUSTMENTS TO THE AGENDA

*None*

### 4. COMMISSIONERS' BUSINESS

*None*

### 5. EMERGENCY BUSINESS

*None*

### 6. ADMINISTRATION

#### A. Approval of Minutes: 08/22/2018

Motion to approve minutes: Sid Leiken

Motion seconded: Gary Williams

Motion approved unanimously

#### B. Executive Director Report

**Jacob Fox:** We were awarded 33 Section 8 Vouchers that will be targeted to individuals who will be returning from institutions such as prison and mental health facilities. I want to acknowledge Beth Ochs, Amy Cook and everyone on the team that worked on this grant application. We also partnered with LCOG on the writing of the Federal grant application as well.

**Pat Farr:** When will be able to use the vouchers?

**Jacob Fox:** I feel confident with the ability to use those vouchers with Sponsors and Laurel Hill.

- We have been working on a partnership with the three other large housing authorities in the State of Oregon to have the State set aside funds to preserve our public housing units and complete subsidy conversions. We needed a 50 million dollar set aside and we got half of that which is a big deal. How those funds will be delivered to us is still an ongoing

discussion we are having with the State of Oregon. It shows the benefit of partnering with other organizations to get things accomplished at the State level.

**Jacob Fox:** I am continuing job shadowing with Homes for Good staff. I recently job shadowed with Roy Beecham cutting trees and landscape maintenance.

C. **Homes for Good Excellence Award Recipients (estimated time 10 minutes)**

**Jacob Fox:** We like to Acknowledge the contributions to the staff and presenting the recent Excellence Award winners to the board. Frankie Lee Johnson, Resident Services Assistant, has been with Homes for Good for a year now. She is bilingual and performs very hands-on work with resident services. Frankie helps people thrive in our communities and in the Reading Program. She also helps our residents stabilize and thrive in our communities.

**Frankie Lee Johnson:** What I love about my job is being able to provide opportunities for people. I enjoy the flexibility to be able to work one-on-one with residents and look forward to expanding resident services. It is about how we serve people and letting them know that they are important and we care. Resident Services is the heart of the agency and I feel good about it.

**Pat Farr:** What is the age range of people who you read to with the reading program?

**Frankie Lee Johnson:** This year the age range is 5-12 but we will be expanding to age 13.

**Pat Farr:** It is a significant tool to help kids learn to read.

**Michelle Thurston:** Frankie remains a consistent presence at Riverview Terrace and the residents look forward to working with Frankie. A lot of the volunteering at our building has to do with Frankie's leadership. The Senior Brown Bag Program is a meaningful resource at Riverview Terrace.

**Beth Ochs:** Amy Cook is the Division Analyst for the Rent Assistance program. She is key in providing data for data driven decisions within the Rent Assistance Division. Amy engaged in meaningful process improvement in our voucher program. She wrote procedures for software use and now we have good data on our voucher program. It was a huge amount of work and all our funding going forward will be data driven from HUD, so accurate information is necessary and key.

**Amy Cook:** I enjoy my position. I love the quality control and data driven decisions. I enjoy making things better for our team so we can better serve the community. I consider myself a puzzle master. This work is where my heart is at.

D. **Order/18-19-09-01H – In the Matter of Approving Contract 18-P-0055 (Architectural Services) for the renovation of the new Admin Building (Steve Ochs, Real Estate Development Director)**

**Steve Ochs:** In May of this year, we issued an RFP for the remodel and design of the new admin bldg. This is not the typical contract. There is a lot of more detailed questions and Nora is here to answer those questions.

**Michelle Thurston:** What are discover costs?

**Nora Cronin:** It is the assessment of our needs of the staff and the building needs and space usage to fit us in the new building. Pivot met with all the division directors and staff to collect that data.

**Michelle Thurston:** What are the document costs?

**Nora Cronin:** Taking the design data acquired and putting in a report to submit to Homes for Good.

**Jacob Fox:** Almost all our current 89 employees have their own office which is not possible going forward. So, we are thinking about how to introduce a new open space for the new building and why we are changing the work environment.

**Char Reavis:** With an open office plan, how would confidentiality be addressed for resident services work which requires more privacy?

**Jacob Fox:** There will be breakout conference rooms for conversations that are more confidential. Sixty to seventy percent of the conversations that are had with our clients aren't something other employees can't hear.

**Pat Farr:** Open spaces can also serve as a learning opportunity. It takes a little getting used to, but it can be a learning environment.

**Jacob Farr:** I would like the board to know that our managers will also have an open space as well.

**Steve Ochs:** This is also an opportunity to build a more welcome and open space for our customers.

**Pete Sorensen:** There was a recent article of the efficacy of an open office. They report on the downside and benefits of it.

**Jacob Fox:** We have some staff that are open to the idea and some who are struggling with it.

**Pete Sorensen:** How are you going to deal with confidentiality issues in the new space

**Jacob Fox:** We are having the architects address this as well as more confidential office space on the 2<sup>nd</sup> floor. What we have seen often is not having enough office rooms and not the ability to schedule those rooms, but we are at the beginning stages and working on it.

Motion to approve 18-19-09-01H: Sid Leiken

Motion seconded: Michelle Thurston

Motion approved unanimously

E. **Order/18-19-09-02H – In the Matter of Adopting the 2018-2019 Budget and Making Appropriations (Valerie Warner, Deputy Director and Jeff Bridgens, Finance Director)**

**Jacob Fox:** I want to extend my thanks and appreciation to Valerie Warner who has been with the agency since 2013 and assumed the Deputy Director role in 2015. Funding has been favorable. Real estate development has been able to develop units on the ground. We are expanding resident services and we need more people there to help our clients build better

lives. The complexity of our organization continues to grow. We do need positions that we have not historically had such as Amy Cook's position.

**Jeff Bridgens:** We want to give you an overview of this year's budget. We used the color coding convention in the document. The major divisions, RA, Development, Housing, Cost Central.

**Jacob Fox:** Upon deliberation of this budget, we restructured the leadership team. Valerie will no longer be serving as the Deputy Director. The divisions need to start coordinating more. There are annual recertifications for example, we are looking for that function to blend for one team to handle these functions for the entire agency. Energy Services and Resident Service are currently not on a paperless process due to funding requirements. I am going to directly oversee finance. I will continue to oversee Development. There is so much activity and I need to be connected to that. Ela Kubok's role will be expanded. The IT and HR Director will report up to Ela. Human Resource activity is also a large communication function.

**Jeff Bridgens:** (Presentation of Page 8) – Total Budget \$35M. You can see from a financial perspective a breakdown of that figure toward the center of the page. 2019 will be a large development year. Rent Assistance is the largest division 56%, Housing 22%, and Community Services 14%

- FTE (Page 67): Figures 2017 – 2019, substantial increase expected to support the new positions coming aboard.
- Transfers (Page 68): There are some programs that generate income that need transfer in and out of those funds.
- Long Range Planning Summary: To understand what is going on in each of our divisions more deeply
- Currently we have 55 budgets. We have a new communications budget, new combined Sheldon Village Apt LLC to combine the former SV1 & SV2, and a distinct new admin building budget.

**Valerie Warner:** The West 13<sup>th</sup> building budget has to do with us managing it as a commercial property. The development budget is summarized on page 12. Long range planning is on 79.

- Revenue is \$5.9M, \$1.5M in development fees which is great because it will cover expenses.
- \$938K expenses are larger than last year, increased legal, computer, and FTE costs. We are carefully managing those cash flows. We have separate development funds and other funds available to the agency as it needs it.

**Jeff Bridgens:** Rent Assistance \$19.6M – Housing assistance payments, \$17.7/19.6 budgeted housing assistance payments. FTE growth budgeting for 3 new positions in the rent assistance division.

- PAGE 76 to see the rent assistance division summary in more detail. One of the goals was to streamline to the voucher usage. Beth has steadied that trend. While we are streamlining, the cost of the voucher usage is increasing.

**Sid Leiken:** Do the rent increases correlate with the voucher usage.

**Beth Ochs:** We track the rent increase trends. We were seeing rent spikes of \$150-\$200/month. We discovered a lot of landlords offering a rent option. Right now, we don't have a comparison on the private side of housing.

**Sid Leiken:** When you have Section 8, do you have ceiling on how much rent can increase in affordable units. Are there controls in place?

**Beth Ochs:** There are initial controls in place on move in. What we were encountering were landlords not wanting to accept the voucher. Right now, we do a comparable rent increase. It can be no more than 40% of a tenant's gross income.

**Sid Leiken:** There is a huge difference in how housing is currently managed. Previously there were landlords who owned and lived in the city as opposed to now where there are owned by outside entities.

**Jeff Bridgens:** In 2019 we will be tracking data on specific vouchers. Page 78 HCV program reserves can be seen. We track the admin reserve, HAP reserve and HUD held HAP Reserve.

**Valerie Warner:** Housing Division Page 8: \$7M expense budget. Housing Division Summary PAGE 28. 12 Budgets, PH.

- Long range financial planning 71-72. There are many bullet points on activities for FY19. PAGE 73-75 charts on PH and PH division. Net income and reserve balances. The total budgeted revenue \$2.9 rent PH 3.9M from the multifamily rent division. We got an increase in the CAP grant which is HUD funds to complete public housing capital projects. The operating budget includes a spend down on reserves. The RAD project has had a significant impact. We will convert more RAD units in 2019.

**Jeff Bridgens:** Community Services – PAGE 11. 14 different budgets, Page 12 Developments budget. There is a lot of activity. PAGE 80 you can see a pipeline of the specific projects. You can see the projects currently in the works. There are 6 largely federally funded budgets. The revenues are about \$2M on those grants. They are subject to audits as well. Other sources of revenue are from our commercial properties, Heeran Center, W13th, and Signpost. PAGE 27- Homes for Good corporate budget, and unrestricted funds. Out of this budget, we transfer out funds to subsidize other programs.

**Valerie Warner:** COCC (Central Office Cost Center). Page 55 is a summary. Page 56-66 breakdown. If development can continue to produce development fees that would be good for the COCC reserve. FY19 Budget includes one-time initiatives. We have a lot of complexity to run our overhead and it takes the staff to run the successful program.

**Jeff Bridgens:** There are a lot of people have put a lot of time and effort. I want to acknowledge everyone who put their time and work into building this presentation.

**Sid Leiken:** I would like to discuss the reserve policy that at a later meeting.

**Char Reavis:** It is a great budget document an easy to follow. Thank you for all the time that staff has contributed to this document.

Motion to adopt 18-19-09-02: Sid Leiken

Motion seconded: Michelle Thurston



Motion passed unanimously

F. **Order/18-19-09-03H – In the Matter of Approving the Public Housing Operating Budget for the Fiscal Year Ending September 30, 2018 (Valerie Warner, Deputy Director and Jeff Bridgens, Finance Director)**

**Jacob Fox:** This order is a prescriptive order where HUD requires a certain format. It is redundant as everything is already in the budget we just presented.

**Valerie Warner:** HUD does require us to adopt the public housing budget separately which includes the COCC budget. Some of the big things coming up in 2019 are the operational increases we already discussed. We have the RAD Program that will have a significant impact on the public housing budgets. The EPC Program will also have an impact. We are making our first debt service payment in this as well.

Motion to approve 18-19-09-03H Sid Leiken

Motion seconded: Michelle Thurston

Motion approved unanimously

## **7. OTHER BUSINESS**

Adjourn

Please note this is a short excerpt of the proceedings, a full recording of the meeting is available upon request by emailing [amccoy@homesforgood.org](mailto:amccoy@homesforgood.org).



One of the challenges that our organization has faced over the past 5 years is developing plans to secure funding for the numerous Homes for Good apartment communities that had developed envelope issues over time. Most of these issues were related to properties that were constructed between 1990 and 2012 when buildings were designed in a manner that was not responsive to the weather patterns here in Lane County and in some cases these buildings were constructed with sub-standard materials. When I was hired in 2013 one of my first recommendations was that we create an Asset Manager position that would lead efforts to analyze our portfolio and develop solutions. This position reports to the Real Estate Development Director and works in partnership with our Real Estate Development Project Managers and our Capital Projects Manager. The five buildings that were found to be most in need of envelope repairs are Abbie Lane, Richardson Bridge, Sheldon Village, Firwood and Laurel Gardens. Over the past year Richardson Bridge has received a comprehensive rehabilitation and on October 22nd we will be celebrating the re-opening of this new and improved project.

Over the Summer we were able to re-roof Abbie Lane. In mid-September we closed in \$3.5mm of bond financed rehabilitation funding that will help us address the envelope and water intrusion issues at Sheldon Village. We have been struggling to figure a financing plan for Firwood Apartments given that we are leasing this property from a trust that has not been willing to sell the property to us so we can secure the financing necessary to address the envelope issues. Laurel Gardens has the least problematic envelope issues and we are beginning to work on the plan for addressing the issues at this property. Real estate ownership and preventative property management requires proactive asset management. You simply cannot let properties age without a deliberate plan to maintain these assets over time. I'm grateful to report that we now are beginning to get ahead of the years of reactive responses to property related issues and we have a very sophisticated and dedicated team that is working collaboratively to shape a new future for us as the largest affordable housing provider in Lane County and one of the largest housing providers in the region.





In late August our HR Director resigned from the organization at a time when HR activity was at a peak given new positions that we have in our FY19 budget. We immediately engaged a placement firm who recruited applicants and helped administer the selection process. I'm delighted to report that Bailey McEuen was the top candidate and she has accepted our offer of employment. Bailey starts on 10/15 and she is super excited to join our dynamic and mission driven team. Bailey's references spoke to her exceptional abilities and I want to share a few of positive things we were told about Bailey. "Bailey had aspirations to continue to grow. She was always looking to do training or get more certificates to make sure she was the best in her field." "On two different occasions we had BOLI complaints from employees who were struggling with their morale and Bailey had to handle depositions. She was very thorough and she was very protective of the employee and the employer" "She as the best hire I made as far as a manager goes. I was totally happy with her performance and relied on her for many complex HR related issues. She was one I never had to worry about because she did her job and I could rely on her work and her. You will not be disappointed."

The team work and collaboration between employees at Homes for Good continue to thrive. On September 13th we had our all agency picnic at Camp Harlow and employees and their families enjoyed numerous fun activities and a meal together. From zip lining to face painting the fun we had together was an incredible reminder of the importance of team celebrations. To end the evening together we had a drawing of prizes for adults and kids alike and we all went home feeling great about our work together and the support we receive from our families to put our best foot forward on behalf of people with low-incomes here in Lane County. Another highlight for me was on September 26th when I joined over 20 employees who showed up at Maplewood Meadows and Pengra Court. The goal was to improve curb appeal at both properties and to proactively complete work orders. At Maplewood Meadows our team tackled re-striping the parking lot, spread bark across the property, cleaned the community room and a host of other key activities. Throughout the morning I observed engagement between employees, interactions with residents and a team spirit to improve the livability at Maplewood Meadows and Pengra Court. At the end of the day both properties looked fantastic and it was clear that the reason why was because of the incredible team spirit that everyone contributed to.





# AGENDA CHECKLIST

**AGENDA INFORMATION TO BE SUBMITTED TO THE BOARD OFFICE**  
(Aisha McCoy, Administrative Specialist ext 2525)

AGENDA TITLE: In the Matter of Authorizing the Executive Director to Apply for HOME funds and System Development Charge (SDC) waivers for the Housing First Apartment Community in Eugene, Oregon

**One Title Memo**

**Agenda Packet**  
One Original Hard Copy plus  
One copy e-mailed to  
[amccoy@homesforgood.org](mailto:amccoy@homesforgood.org)

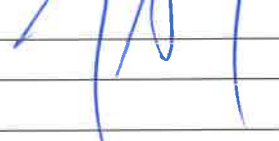
**Material Due**  
Due by 12 pm Wednesday  
preceding the week it will be  
**included in the agenda notice**

DEPARTMENT	<b>Real Estate Development</b>		
CONTACT	<b>Nora Cronin</b>	EXT	<b>2521</b>
PRESENTER	<b>Nora Cronin</b>	EXT	<b>2521</b>
AGENDA DATE:	<b>10/17/2018</b>		

**THIS ITEM WILL INVOLVE:**

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Consent Calendar            | <input type="checkbox"/> Report                          | <input type="checkbox"/> Appointments    | <input type="checkbox"/> Committee Reports |
| <input checked="" type="checkbox"/> ORDER/Resolution | <input type="checkbox"/> Discussion & Action             | <input type="checkbox"/> Discussion Only |  |
| <input type="checkbox"/> Ordinance/Public Hearing    | <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Estimated Time <u>  10 min  </u>           |

**NOTE: DEPARTMENT MANAGER MUST SIGN OFF BEFORE SUBMITTING TO BOARD OFFICE**

Executive Director/: **Jacob Fox** Date **10/09/2018** 

Deputy Director \_\_\_\_\_

Legal Staff-Review by: \_\_\_\_\_ Date \_\_\_\_\_

\*if required \_\_\_\_\_

Management Staff- \_\_\_\_\_ Date \_\_\_\_\_

Review by: \_\_\_\_\_



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## **HOMES FOR GOOD MEMORANDUM**

**TO: Homes for Good Board of Commissioners**

**FROM: Nora Cronin, Project Developer**

**AGENDA ITEM TITLE: In the Matter of Authorizing the Executive Director to Apply for HOME funds and System Development Charge (SDC) waivers for the Housing First Apartment Community in Eugene, Oregon**

**AGENDA DATE: October 17, 2018**

### **I MOTION**

That the Executive Director or Real Estate Development Director is authorized to apply for HOME funds and System Development Charge (SDC) waivers from the Eugene-Springfield HOME Consortium for the Housing First Apartment Community on Martin Luther King Jr Boulevard in Eugene, Oregon.

### **II ISSUE**

On September 13, 2018 the Eugene-Springfield HOME Consortium released a Request for Proposals (RFP) for Affordable Housing Acquisition and/or Rehabilitation or New Construction. Resources available include: 1) HOME Investment Partnerships program funds; and 2) City of Eugene Systems Development Charge (SDC) Waivers. The amount of HOME funds available is \$2,292,368 (approximately \$925,512 in Eugene and \$1,366,856 in Springfield). The Evaluation Committee has the flexibility to recommend award of additional funds in either jurisdiction if a project warrants it. An estimated \$690,000 in Eugene SDC Waivers is available. Proposals are due by November 15, 2018.

These HOME funds and SDC waivers will be necessary to fill the gap between overall project costs and the other identified and commitment sources of funding. One requirement of the HOME application is a board resolution authorizing the sponsor to apply for specific program funds. This memorandum requests such board authorization.

### **III DISCUSSION**

#### **A. Background/Analysis**

This Housing First project on Martin Luther King Jr Boulevard was born out a community partnership to identify, engage, house and support the people in Lane County who have been homeless the longest and utilize the most resources. The project is included in the Poverty and Homelessness Board Strategic Plan. Lane County is donating the land for development of the project next to the Lane County Behavioral Health Building. Modeled on the harm reduction/housing first model, this project will provide permanent, stable housing as the first priority, while also providing the support services necessary to ensure an individual's maximum opportunity for overcoming homelessness.

The property is zoned Public Land (PL) and a zoning verification request to the city of Eugene concluded that the proposed project and intended ownership structure is allowed in this zone. The property will need to be partitioned and ownership will need to be transferred from Lane County Government to Homes for Good Housing Agency prior to closing on the project's financing. Additionally, we need support from the city of Eugene on the timely completion of flood plain analysis and the HUD required Environmental Review.

Housing First on MLK would include a four-story building consisting of approximately 35,000 square feet. It would include a ground floor common use area and service area with 50 residential units above. The units would be approximately 360 square feet.

Project Financing – Funds will come from a variety of sources: 4% Low-Income Housing Tax Credits (LIHTC), State Mental Health Housing and General Development Housing Program, Oregon Health Authority, and other private and public funds. Operating and services subsidies are also needed for the project due to the cost associated with the 24/7 staffing necessary to manage this vulnerable population. Homes for Good intends to apply for Project-Based vouchers for rent subsidy and Lane County will help secure additional program funding and service subsidy as necessary.

B. Recommendation

Approval of the attached board order is necessary to allow Homes for Good Housing Agency to apply for HOME funding and SDC waivers.

C. Timing

The funding application is due to the Eugene-Springfield HOME Consortium on November 15, 2018.

**IV IMPLEMENTATION/FOLLOW-UP**

Same as Item III. C. above.

**V ATTACHMENTS**

None

IN THE BOARD OF COMMISSIONERS OF THE  
HOMES FOR GOOD HOUSING AGENCY, OF LANE COUNTY, OREGON

ORDER 18-17-10-01H

In the Matter of Authorizing the Executive Director to Apply for HOME funds and System Development Charge (SDC) waivers for the Housing First Apartment Community in Eugene, Oregon

WHEREAS, Homes for Good Housing Agency recognizes the need to address the issue of people in our community that have been chronically homeless;

WHEREAS, Homes for Good Housing Agency recognizes that the chronically homeless use a proportionally much higher per capita share of community resources, including shelters and emergency services, and have higher rates of incarceration and recidivism;

WHEREAS, Homes for Good Housing Agency acknowledges that the Housing First model is effective for people that have long histories of homelessness with complex service needs and recognizes the need to provide permanent stable housing as the first priority;

WHEREAS, Homes for Good Housing Agency has undertaken the development of a Housing First Apartment Community on Martin Luther King Jr Boulevard to address this community need; and

WHEREAS, Homes for Good Housing Agency wishes to obtain assistance from the Eugene-Springfield HOME Consortium to provide funding for this housing development.

NOW IT IS THEREFORE ORDERED THAT:

The Homes for Good Housing Agency resolves to develop a 50-unit Housing First affordable housing development for the chronically homeless;

The Executive Director or Real Estate Development Director is authorized to apply to the Eugene-Springfield HOME Consortium for HOME funds and City of Eugene System Development Charge (SDC) waivers;

Homes for Good Housing Agency will accept the responsibilities and requirements of the funds that are requested though the HOME Application;

That the Executive Director or Real Estate Development Director is authorized to execute the program and legal documents associated with accepting the tax credit, grant, and loan programs;

That the Executive Director or Real Estate Development Director is authorized to release project information to the Eugene-Springfield HOME Consortium as required to complete its due diligence; and

That the Executive Director or Real Estate Development Director is authorized to sign all draw requests, monthly progress reports, and miscellaneous forms associated with funds awarded to the project.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018

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Chairperson, Homes for Good Board of Commissioners





# AGENDA CHECKLIST

**AGENDA INFORMATION TO BE SUBMITTED TO THE BOARD OFFICE**  
(Aisha McCoy, Administrative Specialist ext 2525)

AGENDA TITLE: In the Matter of Approving Contract 18-P-0062 (Architectural Services) for the Housing First Apartment Community in Eugene, Oregon

**One Title Memo**

**Agenda Packet**  
One Original Hard Copy plus  
One copy e-mailed to  
[amccoy@homesforgood.org](mailto:amccoy@homesforgood.org)

**Material Due**  
Due by 12 pm Wednesday  
preceding the week it will be  
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CONTACT	<b>Nora Cronin</b>	EXT	<b>2521</b>
PRESENTER	<b>Nora Cronin</b>	EXT	<b>2521</b>
AGENDA DATE:	<b>10/17/2018</b>		

THIS ITEM WILL INVOLVE:

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Consent Calendar            | <input type="checkbox"/> Report  | <input type="checkbox"/> Appointments    | <input type="checkbox"/> Committee Reports |
| <input checked="" type="checkbox"/> ORDER/Resolution | <input type="checkbox"/> Discussion & Action   | <input type="checkbox"/> Discussion Only |  |
| <input type="checkbox"/> Ordinance/Public Hearing    | Public Comment Anticipated? <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Estimated Time <u>  10 min  </u>           |

**NOTE: DEPARTMENT MANAGER MUST SIGN OFF BEFORE SUBMITTING TO BOARD OFFICE**

Executive Director/: **Jacob Fox**      Date **10/09/2018**

Deputy Director \_\_\_\_\_

Legal Staff-Review by: \_\_\_\_\_ Date \_\_\_\_\_

\*if required \_\_\_\_\_

Management Staff- \_\_\_\_\_ Date \_\_\_\_\_

Review by: \_\_\_\_\_



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## **HOMES FOR GOOD MEMORANDUM**

**TO:** Homes for Good Board of Commissioners

**FROM:** Nora Cronin, Project Developer

**AGENDA ITEM TITLE:** In the Matter of Approving Contract 18-P-0062 (Architectural Services) for the Housing First Apartment Community in Eugene, Oregon

**AGENDA DATE:** October 17, 2018

### **I MOTION**

It is moved that the Agency is authorized to award contract 18-P-0062 (Architectural Services) for the Housing First Apartment Community in Eugene, Oregon.

### **II ISSUE**

Architectural design work is commencing on the Housing First on MLK development, necessitating the contract to be executed.

### **III DISCUSSION**

#### **A. Background**

In August 2018, Homes for Good Housing Agency issued a Request for Proposals (RFP) for Architectural Services for the Housing First Apartment Community on Martin Luther King Jr Blvd in Eugene. A dozen architecture firms contacted Homes for Good for additional information about the RFP. In the end, Homes for Good only received one proposal, from Bergsund DeLaney Architecture and Planning. The evaluation committee reviewed the response and recommended this firm to be selected.

Board approval is now requested to execute the contract for architectural services with Bergsund DeLaney Architecture & Planning to develop Housing First on MLK.

#### **B. Analysis**

Bergsund Delaney Architecture & Planning was selected to provide architectural services, which will include sub-contracts with engineering (structural, mechanical, electrical, civil), and landscaping. Homes for Good Housing Agency will negotiate a not to exceed maximum contract once the building design and scope of work is further developed.

C. Recommendation

Approval of the proposed motion.

**IV IMPLEMENTATION/FOLLOW-UP**

Upon approval of the Order, the required documents will be executed as soon as possible.

**V ATTACHMENTS**

None

IN THE BOARD OF COMMISSIONERS OF THE  
HOMES FOR GOOD HOUSING AGENCY, OF LANE COUNTY, OREGON

ORDER 18-17-10-02H

In the Matter of Approving Contract 18-P-0062 (Architectural Services) for the Housing First Apartment Community in Eugene, Oregon

WHEREAS, Homes for Good Housing Agency recognizes the need to address the issue of people in our community that have been chronically homeless;

WHEREAS, Homes for Good Housing Agency recognizes that the chronically homeless use a proportionally much higher per capita share of community resources, including shelters and emergency services, and have higher rates of incarceration and recidivism;

WHEREAS, Homes for Good Housing Agency acknowledges that the Housing First model is effective for people that have long histories of homelessness with complex service needs and recognizes the need to provide permanent stable housing as the first priority;

WHEREAS, Homes for Good Housing Agency has undertaken the development of a 50-unit Housing First affordable housing development for the chronically homeless on Martin Luther King Jr Boulevard; and

WHEREAS, Homes for Good Housing Agency has need of professional Architectural Services in order to carry out the development of Housing First on MLK.

NOW IT IS THEREFORE ORDERED THAT:

The Executive Director or Real Estate Development Director is authorized to enter into an Architectural Services Contract with Bergsund DeLaney Architecture & Planning.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2018

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Chairperson, Homes for Good Board of Commissioners



# AGENDA CHECKLIST

**AGENDA INFORMATION TO BE SUBMITTED TO THE BOARD OFFICE**  
(Aisha McCoy, Administrative Specialist ext 2525)

AGENDA TITLE: In the Matter of Authorizing the Executive Director to Apply for 4% Low Income Housing Tax Credits for the Housing First Apartment Community in Eugene, Oregon

**One Title Memo**

**Agenda Packet**  
One Original Hard Copy plus  
One copy e-mailed to  
[amccoy@homesforgood.org](mailto:amccoy@homesforgood.org)

**Material Due**  
Due by 12 pm Wednesday  
preceding the week it will be  
**included in the agenda notice**

DEPARTMENT	<b>Real Estate Development</b>		
CONTACT	<b>Nora Cronin</b>	EXT	<b>2521</b>
PRESENTER	<b>Nora Cronin</b>	EXT	<b>2521</b>
AGENDA DATE:	<b>10/17/2018</b>		

**THIS ITEM WILL INVOLVE:**

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Consent Calendar            | <input type="checkbox"/> Report  | <input type="checkbox"/> Appointments    | <input type="checkbox"/> Committee Reports |
| <input checked="" type="checkbox"/> ORDER/Resolution | <input type="checkbox"/> Discussion & Action   | <input type="checkbox"/> Discussion Only |  |
| <input type="checkbox"/> Ordinance/Public Hearing    | Public Comment Anticipated? <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Estimated Time <u>  10 min  </u>           |

**NOTE: DEPARTMENT MANAGER MUST SIGN OFF BEFORE SUBMITTING TO BOARD OFFICE**

Executive Director/: **Jacob Fox** Date **10/09/2018**

Deputy Director \_\_\_\_\_

Legal Staff-Review by: \_\_\_\_\_ Date \_\_\_\_\_

\*if required \_\_\_\_\_

Management Staff- \_\_\_\_\_ Date \_\_\_\_\_

Review by: \_\_\_\_\_



## **HOMES FOR GOOD MEMORANDUM**

**TO:** Homes for Good Board of Commissioners

**FROM:** Nora Cronin, Project Developer

**AGENDA ITEM TITLE:** In the Matter of Authorizing the Executive Director to Apply for 4% Low Income Housing Tax Credits for the Housing First Apartment Community in Eugene, Oregon

**AGENDA DATE:** October 17, 2018

### **I MOTION**

That the Executive Director or Real Estate Development Director is authorized to apply for 4% Low Income Housing Tax Credits from Oregon Housing and Community Services for the Housing First Apartment Community on Martin Luther King Jr Boulevard in Eugene, Oregon.

### **II ISSUE**

On July 6, 2018, Oregon Housing and Community Services' Housing Stability Council approved a reservation of \$3,000,000 in funding for the Housing First on MLK project. The funds are a combination of Mental Health Housing (MHH) funds and Housing Development Grant Program (HDGP) funds. The intent to reserve funds is contingent on Homes for Good Housing Agency using 4% Low Income Housing Tax Credit (LIHTC) funding.

A board order is required to authorize Homes for Good Housing Agency to apply for specific program funds, accepting program regulations and responsibilities, and indicating the authorized signers. This memorandum requests such board authorization.

### **III DISCUSSION**

#### **A. Background/Analysis**

This Housing First project on Martin Luther King Jr Boulevard was born out a community partnership to identify, engage, house and support the people in Lane County who have been homeless the longest and utilize the most resources. The project is included in the Poverty and Homelessness Board Strategic Plan. Lane County is donating the land for development of the project next to the Lane County Behavioral Health Building. Modeled on the harm reduction/housing first model, this project will provide permanent, stable housing as the first priority, while also providing the support services necessary to ensure an individual's maximum opportunity for overcoming homelessness.

The property is zoned Public Land (PL) and a zoning verification request to the city of Eugene concluded that the proposed project and intended ownership structure is allowed in this zone.

The property will need to be partitioned and ownership will need to be transferred from Lane County Government to Homes for Good Housing Agency prior to closing on the project's financing. Additionally, we need support from the city of Eugene on the timely completion of flood plain analysis and the HUD required Environmental Review.

Housing First on MLK would include a four story building consisting of approximately 35,000 square feet. It would include a ground floor common use area and service area with 50 residential units above. The units would be approximately 360 square feet.

Project Financing – Funds will come from a variety of sources: 4% Low-Income Housing Tax Credits (LIHTC), State Mental Health Housing and General Development Housing Program, Oregon Health Authority, and other private and public funds. Operating and services subsidies are also needed for the project due to the cost associated with the 24/7 staffing necessary to manage this vulnerable population. Homes for Good intends to apply for Project-Based vouchers for rent subsidy and Lane County will help secure additional program funding and service subsidy as necessary.

B. Recommendation

Approval of the attached order is necessary to allow Homes for Good Housing Agency to apply to Oregon Housing and Community Services for 4% Low Income Housing Tax Credits.

C. Timing

The 4% LIHTC pre-application will be submitted to Oregon Housing and Community Services before the end of 2018.

**IV IMPLEMENTATION/FOLLOW-UP**

Same as Item III. C. above.

**V ATTACHMENTS**

None

IN THE BOARD OF COMMISSIONERS OF THE  
HOMES FOR GOOD HOUSING AGENCY, OF LANE COUNTY, OREGON

ORDER 18-17-10-03H

In the Matter of Authorizing the Executive  
Director to Apply for 4% Low Income  
Housing Tax Credits for the Housing First  
Apartment Community in Eugene, Oregon

WHEREAS, Homes for Good Housing Agency recognizes the need to address the issue of people in our community that have been chronically homeless;

WHEREAS, Homes for Good Housing Agency recognizes that the chronically homeless use a proportionally much higher per capita share of community resources, including shelters and emergency services, and have higher rates of incarceration and recidivism;

WHEREAS, Homes for Good Housing Agency acknowledges that the Housing First model is effective for people that have long histories of homelessness with complex service needs and recognizes the need to provide permanent stable housing as the first priority;

WHEREAS, Homes for Good Housing Agency has undertaken the development of a Housing First Apartment Community on Martin Luther King Jr Boulevard to address this community need; and

WHEREAS, Homes for Good Housing Agency wishes to obtain assistance from the State of Oregon Housing and Community Services (OHCS) to provide funding for this housing development.

NOW IT IS THEREFORE ORDERED THAT:

The Homes for Good Housing Agency resolves to develop a 50-unit Housing First affordable housing development for the chronically homeless;

The Executive Director or Real Estate Development Director is authorized to apply to Oregon Housing and Community Services for 4% tax credit funding for Housing First on MLK;

Homes for Good Housing Agency will accept the responsibilities and requirements of the tax credit funds requested through the OHCS application;

That the Executive Director or Real Estate Development Director is authorized to execute the program and legal documents associated with accepting the tax credit funding;

That the Executive Director or Real Estate Development Director is authorized to release project information to OHCS from the financial partners listed in the application and authorizes OHCS to verify any application information as required to complete its due diligence; and



That the Executive Director or Real Estate Development Director is authorized to sign all draw requests, monthly progress reports, and miscellaneous forms associated with the tax credit funds awarded to the project.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018

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Chairperson, Homes for Good Board of Commissioners



# AGENDA CHECKLIST

**AGENDA INFORMATION TO BE SUBMITTED TO THE BOARD OFFICE**  
*(Aisha McCoy, Administrative Specialist ext 2525)*

AGENDA TITLE: In the Matter of Authorizing the Executive Director to Apply for HOME funds for the Thurston Heights Affordable Housing Project in Springfield, Oregon

**One Title Memo**

**Agenda Packet**  
One Original Hard Copy plus  
One copy e-mailed to  
[amccoy@homesforgood.org](mailto:amccoy@homesforgood.org)

**Material Due**  
Due by 12 pm Wednesday  
preceding the week it will be  
**included in the agenda notice**

DEPARTMENT	<b>Real Estate Development</b>		
CONTACT	<b>Spencer McCoy</b>	EXT	<b>2514</b>
PRESENTER	<b>Spencer McCoy</b>	EXT	<b>2514</b>
AGENDA DATE:	<b>10/17/2018</b>		

THIS ITEM WILL INVOLVE:

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Consent Calendar            | <input type="checkbox"/> Report                          | <input type="checkbox"/> Appointments    | <input type="checkbox"/> Committee Reports |
| <input checked="" type="checkbox"/> ORDER/Resolution | <input type="checkbox"/> Discussion & Action             | <input type="checkbox"/> Discussion Only |  |
| <input type="checkbox"/> Ordinance/Public Hearing    |  |  |  |
| Public Comment Anticipated?                          | <input type="checkbox"/> Yes <input type="checkbox"/> No | Estimated Time <u>  10 min  </u>         |  |

**NOTE: DEPARTMENT MANAGER *MUST* SIGN OFF BEFORE SUBMITTING TO BOARD OFFICE**

Executive Director/: **Jacob Fox**      Date **10/09/2018**

Deputy Director \_\_\_\_\_

Legal Staff-Review by: \_\_\_\_\_ Date \_\_\_\_\_

\*if required \_\_\_\_\_

Management Staff- \_\_\_\_\_ Date \_\_\_\_\_

Review by: \_\_\_\_\_



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300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875



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## **HOMES FOR GOOD MEMORANDUM**

**TO:** Homes for Good Board of Commissioners

**FROM:** Spencer McCoy, Project Developer

**AGENDA ITEM TITLE:** In the Matter of Authorizing the Executive Director to Apply for HOME funds for the Thurston Heights Affordable Housing Development in Springfield, Oregon.

**AGENDA DATE:** October 17, 2018

### **I. MOTION:**

That the Executive Director is authorized to apply for HOME funds from the Eugene-Springfield HOME Consortium for Thurston Heights Affordable Housing Development in Springfield, Oregon.

### **II. ISSUE:**

Homes for Good Housing Agency began Rental Assistance Demonstration (RAD) conversion planning in 2013. Since then, Homes for Good Housing Agency obtained a multi-phase award to convert 112 public housing scattered site subsidies to a section 8 platform in a multifamily setting. The first phase, containing 12 units, has recently been completed. This resulted in 12 scattered site units converting these subsidies into the Richardson Bridge Apartments as part of a larger rehab. The RAD application for the second phase, containing 100 units, was submitted in June of 2018. Homes for Good Housing Agency received a conditional award (CHAP) from HUD in August of 2018 these units. As a condition of this conditional award, Homes for Good Housing Agency must identify replacement housing for the scattered sites. In this case the replacement housing will be newly constructed at Thurston Heights in Springfield and Taney Place in Eugene.

On September 13, 2018 the Eugene-Springfield HOME Consortium released a Request for Proposals (RFP) for Affordable Housing Acquisition and/or Rehabilitation or New Construction. Resources available include: 1) HOME Investment Partnerships program funds; and 2) City of Eugene SDC Waivers. The amount of HOME funds available is \$2,292,368 (approximately \$925,512 in Eugene and \$1,366,856 in Springfield). Because the City of Springfield does not have a System Development Charge (SDC) waiver program, it is more challenging to fill the financing gap compared to projects that are developed in Eugene. The Evaluation Committee has the flexibility to recommend an award of additional funds in either jurisdiction if a project warrants it. An estimated \$690,000 in Eugene SDC Waivers is available. Proposals are due by November 15, 2018.

These HOME funds will be necessary to fill the gap between tax credit equity and overall project costs. One requirement of the HOME application is a board resolution authorizing the sponsor to apply for specific program funds. This memorandum requests such board authorization.

### **III. DISCUSSION:**

#### **A. Background**

Since 2013, Homes for Good has been evaluating the RAD program as a way to preserve its aging public housing portfolio in Lane County. Many public housing units are old and in disrepair due to years of federal disinvestment. RAD allows public housing agencies to leverage public and private debt and equity to reinvest in the public housing stock. After a successful demonstration with RAD Phase I converting 12 scattered site public housing units into Richardson Bridge, RAD phase II will convert the remaining 100 public housing scattered sites in the Homes for Good portfolio to a Section 8 platform at Thurston Heights and Taney Place.

Thurston Heights will be a 52-unit development located at 250 S 67<sup>th</sup> St, while Taney Place will be a 48-unit development located at 1600 Taney. Both developments will include 3 story buildings, a playground, and a community room with service programming. The site located at 250 S 67<sup>th</sup> St has slopes that will make it more challenging and costly to develop than a flatter parcel. This replacement housing is a required component of the RAD program and will contain the same bedroom sizes as the scattered sites. This conversion will not only allow for the new construction of 100 units with rental assistance but will allow Homes for Good to sell the 100 scattered sites. The proceeds will fund construction of the replacement housing and allow Homes for Good to initiate a comprehensive preservation effort of other properties in the real estate portfolio.

Project Financing- Most of the funds will come from Low-Income Housing Tax Credits (LIHTC) and Homes for Good scattered site sale proceeds, but these HOME funds are critical to filling the funding gap. Homes for Good Housing Agency expects to apply for a minimum of \$750,000 up to a maximum of \$1,366,856 in HOME funds.

Approval of the attached order is necessary to allow Homes for Good to apply for HOME funding.

#### **B. Recommendation.**

Approval of the proposed Motion.

#### **C. Timing.**

The HOME Application is due to the Eugene-Springfield Consortium on November 15<sup>th</sup>, 2017

### **IV. IMPLEMENTATION/FOLLOW-UP:**

Same as Item III. C. above.

### **V. ATTACHMENTS:**

N/A

IN THE BOARD OF COMMISSIONERS OF HOMES FOR GOOD HOUSING AGENCY  
OF LANE COUNTY, OREGON

ORDER 18-17-10-04H

**ORDER/In the Matter of Authorizing the Executive Director or Deputy Director to Apply for HOME funds for Thurston Heights in Springfield, Oregon.**

WHEREAS, Homes for Good Housing Agency recognizes the need to address the community issue of increasing the availability of affordable housing for low income families;

WHEREAS, Homes for Good Housing Agency recognizes the need to address the community issue of preserving the availability of affordable housing for low-income individuals and families to allow them access to safe, good, housing;

WHEREAS, The Rental Assistance Demonstration (RAD) Program allow Public Housing Authorities (PHAs) to convert public housing subsidies into long-term, Project-Based Section 8 rental assistance subsidies that provide a stable and predictable annual subsidy; and

WHEREAS, Homes for Good Housing Agency plans to develop a Thurston Heights as part of the replacement housing required through the RAD Program.

WHEREAS, Homes for Good Housing Agency wishes to obtain assistance from the Eugene-Springfield HOME Consortium to finance the replacement housing;

NOW, THEREFORE, it is hereby ordered that:

That the Executive Director or Real Estate Development Director is authorized to apply to the Eugene-Springfield HOME Consortium for HOME funds;

That Homes for Good Housing Agency will accept the responsibilities and requirements of the federal funds that are requested in the HOME application;

That the Executive Director or Real Estate Development Director is authorized to execute the program and legal documents associated with accepting the HOME funds;

That the Executive Director or Real Estate Development Director is authorized to release project information to the Eugene-Springfield HOME Consortium as required to complete its due diligence; and

That the Executive Director or Real Estate Development Director is authorized to sign all draw requests, monthly progress reports and miscellaneous forms associated with funds awarded to the project.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018

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Chairperson, Homes for Good Board of Commissioners



# AGENDA CHECKLIST

**AGENDA INFORMATION TO BE SUBMITTED TO THE BOARD OFFICE**  
(Aisha McCoy, Administrative Specialist ext 2525)

AGENDA TITLE: In the Matter of Approving a Fair Housing Resolution for Market District Commons Apartments

**One Title Memo**

**Agenda Packet**  
One Original Hard Copy plus  
One copy e-mailed to  
[amccoy@homesforgood.org](mailto:amccoy@homesforgood.org)

**Material Due**  
Due by 12 pm Wednesday  
preceding the week it will be  
**included in the agenda notice**

DEPARTMENT	<b>Real Estate Development</b>		
CONTACT	<b>Steve Ochs</b>	EXT	<b>2530</b>
PRESENTER	<b>Steve Ochs</b>	EXT	<b>2530</b>
AGENDA DATE:	<b>10/17/2018</b>		

THIS ITEM WILL INVOLVE:

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Consent Calendar            | <input type="checkbox"/> Report  | <input type="checkbox"/> Appointments    | <input type="checkbox"/> Committee Reports |
| <input checked="" type="checkbox"/> ORDER/Resolution | <input type="checkbox"/> Discussion & Action   | <input type="checkbox"/> Discussion Only |  |
| <input type="checkbox"/> Ordinance/Public Hearing    | Public Comment Anticipated? <input type="checkbox"/> Yes <input type="checkbox"/> No |  |  |
|  |  |  | Estimated Time <u>  10 min  </u>           |

**NOTE: DEPARTMENT MANAGER *MUST* SIGN OFF BEFORE SUBMITTING TO BOARD OFFICE**

Executive Director/: **Jacob Fox** Date **10/09/2018**

Deputy Director \_\_\_\_\_

Legal Staff-Review by: \_\_\_\_\_ Date \_\_\_\_\_

\*if required \_\_\_\_\_

Management Staff- \_\_\_\_\_ Date \_\_\_\_\_

Review by: \_\_\_\_\_



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300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875



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## **HOMES FOR GOOD M E M O R A N D U M**

**TO:** Homes for Good Board of Commissioners

**FROM:** Steve Ochs, Real Estate Development Director

**AGENDA ITEM TITLE:** In the Matter of Approving a Fair Housing Resolution for Market District Commons Apartments

**AGENDA DATE:** October 24, 2018

### **I MOTION**

Homes for Good Housing Agency resolves to ensure equal opportunity in housing to all individuals as included in the Fair Housing resolution.

### **II ISSUE**

The Homes for Good Board has authorized the development of Market District Commons, a 50-unit permanent affordable housing development at the northwest corner of 6<sup>th</sup> Avenue and Oak Street in Eugene Oregon. It is now necessary to obtain Board authorization to provide the required Fair Housing Resolution to OHCS.

### **III DISCUSSION**

#### **A. Background/Analysis**

In 2013 the Lane County Board of Commissioners accepted the responses of Homes for Good and Obie Companies to the County's request for proposals for the redevelopment of County owned property on Sixth Avenue and Oak Street in Eugene. In 2013 Homes for Good entered into a Lease Option Agreement with the County. As required by the option agreement Homes for Good and Obie companies advertised and held three public meetings to allow feedback on proposed design and use. Feedback from these meetings was incorporated into a "Use and Development Plan" which was approved by the Lane County Board of Commissioners in 2016.

Homes for Good and its development team have been working closely with Obie Companies over the last 3 years to develop a coordinated and thoughtful development plan for the Market District area. Homes for Good Housing Agency will develop 50 affordable units in four stories over ground floor commercial space. The units will serve much needed downtown workforce housing and also provide a number of units specifically set aside for veterans. At this time Homes for Good is coordinating with the County regarding plans to develop the Bus Barn property to the north.

Most recently, in March 2018, the Board authorized Homes for Good to apply to Oregon Housing and Community Services (OHCS) for federal low-income housing tax credits and other State controlled gap financing. In August, Homes for Good received notification that this application was successful.

OHCS requires that a resolution be provided to ensure Homes for Good is aware of Fair Housing laws prior to providing tax credits and other subsidies to this project.

B. Recommendation

Approval of the proposed motion.

**IV IMPLEMENTATION/FOLLOW-UP**

Upon approval of the resolution, it will be executed and sent to OHCS

**V ATTACHMENTS**

None



IN THE BOARD OF COMMISSIONERS OF THE  
HOMES FOR GOOD HOUSING AGENCY, OF LANE COUNTY, OREGON

ORDER 18-17-10-05H

In the Matter of Approving a Fair Housing  
Resolution for Market District Commons  
Apartments.

FAIR HOUSING RESOLUTION

LET IT BE KNOWN TO ALL PERSONS that it is the policy of Homes for Good Housing Agency to ensure equal opportunity in housing to all beneficiaries. Therefore, Homes for Good Housing Agency does hereby pass the following Resolution:

BE IT RESOLVED that Homes for Good Housing Agency shall not discriminate in the sale, rental, leasing, or financing of housing because of race, color, national origin, religion, gender, familial status and disability.

Homes for Good Housing Agency will assist all persons who feel they have been discriminated against because of race, color, religion, sex, national origin, handicap, or familial status to seek equity under federal and state laws by providing information to said persons on how to file a complaint with the U.S. Department of Housing and Urban Development, Office of Fair Housing and Equal Opportunity, Compliance Division.

Homes for Good Housing Agency will at a minimum post this policy or the Fair Housing poster or other posters, flyers or other information which will bring to the attention of its beneficiaries their rights concerning equal opportunity in housing.

This Resolution shall take effect as of the date listed below.

ATTEST:

Homes for Good Housing Agency of Lane County, Oregon

\_\_\_\_\_ day of \_\_\_\_\_ 2018

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Chairperson, Homes for Good Board of Commissioners



# AGENDA CHECKLIST

**AGENDA INFORMATION TO BE SUBMITTED TO THE BOARD OFFICE**  
(Aisha McCoy, Administrative Specialist ext 2525)

AGENDA TITLE: In the Matter of Authorizing the Development and Financing of Market District Commons Affordable Housing Development

**One Title Memo**

**Agenda Packet**  
One Original Hard Copy plus  
One copy e-mailed to  
[amccoy@homesforgood.org](mailto:amccoy@homesforgood.org)

**Material Due**  
Due by 12 pm Wednesday  
preceding the week it will be  
**included in the agenda notice**

DEPARTMENT	<b>Real Estate Development</b>	
CONTACT	<b>Steve Ochs</b>	EXT <b>2530</b>
PRESENTER	<b>Steve Ochs</b>	EXT <b>2530</b>
AGENDA DATE:	<b>10/17/2018</b>	

THIS ITEM WILL INVOLVE:

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Consent Calendar            | <input type="checkbox"/> Report  | <input type="checkbox"/> Appointments    | <input type="checkbox"/> Committee Reports |
| <input checked="" type="checkbox"/> ORDER/Resolution | <input type="checkbox"/> Discussion & Action   | <input type="checkbox"/> Discussion Only |  |
| <input type="checkbox"/> Ordinance/Public Hearing    | Public Comment Anticipated? <input type="checkbox"/> Yes <input type="checkbox"/> No |  |  |
|  |  |  | Estimated Time <u>  10 min  </u>           |

**NOTE: DEPARTMENT MANAGER MUST SIGN OFF BEFORE SUBMITTING TO BOARD OFFICE**

Executive Director/: **Jacob Fox** Date **10/09/2018**

Deputy Director \_\_\_\_\_

Legal Staff-Review by: \_\_\_\_\_ Date \_\_\_\_\_

\*if required \_\_\_\_\_

Management Staff- \_\_\_\_\_ Date \_\_\_\_\_

Review by: \_\_\_\_\_



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300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875



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## **HOMES FOR GOOD M E M O R A N D U M**

**TO:** Homes for Good Board of Commissioners

**FROM:** Steve Ochs, Real Estate Development Director

**AGENDA ITEM TITLE:** In the Matter of Authorizing Development and Financing of Market District Commons Apartments

**AGENDA DATE:** October 24, 2018

### **I MOTION**

It is moved that the Agency is authorized to negotiate, execute and deliver on behalf of the Agency, MD Commons LLC and/or MD Manager LLC the necessary documents to develop and finance Market District Commons as provided below and in the Board Order and Exhibit.

### **II ISSUE**

The Homes for Good Board has authorized the development of Market District Commons, a 50-unit permanent affordable housing development at the northwest corner of 6<sup>th</sup> Avenue and Oak Street in Eugene Oregon. It is now necessary to obtain Board authorization to develop and finance the project.

### **III DISCUSSION**

#### **A. Background/Analysis**

In 2013 the Lane County Board of Commissioners accepted the responses of Homes for Good and Obie Companies to the County's request for proposals for the redevelopment of County owned property on Sixth Avenue and Oak Street in Eugene. In 2013 Homes for Good entered into a Lease Option Agreement with the County. As required by the option agreement Homes for Good and Obie companies advertised and held three public meetings to allow feedback on proposed design and use. Feedback from these meetings was incorporated into a "Use and Development Plan" which was approved by the Lane County Board of Commissioners in 2016.

Homes for Good and its development team have been working closely with Obie Companies over the last 3 years to develop a coordinated and thoughtful development plan for the Market District area. Homes for Good Housing Agency will develop 50 affordable units in four stories over ground floor commercial space. The units will serve much needed downtown workforce housing and also provide a number of units specifically set aside for veterans. At this time Homes for Good is coordinating with the County regarding plans to develop the Bus Barn property to the north.

Most recently, in March 2018, the Board authorized Homes for Good to apply to Oregon Housing and Community Services (OHCS) for federal low-income housing tax credits and other State controlled gap financing. OHCS awarded tax credits and additional gap funding to Market District Commons in August of 2018.

The next step is to close on the financing and begin construction. This Board Order would:

1. Approve Amended and Restated Operating Agreement of LLC, Admission of Investor Member; and Execution of Related Syndication Agreements.
2. Authorize Construction Loan to LLC.
3. Authorize Receipt of OHCS GHAP funds by Agency
4. Authorize Loan of GHAP Funds from Agency to LLC.
5. Authorize a loan of predevelopment funds from the Agency to the LLC.
6. Authorize the conveyance of real property to the LLC.
7. Authorize Execution of 9% LIHTC Credit Reservation and Extended Use Agreement.
8. Authorize Execution of Rental Assistance Demonstration Use Agreement.
9. Authorize Architect Contracts and Construction Contracts on behalf of LLC.
10. Authorize Agreement for Technical and Professional Consulting Services.
11. Authorize Assignment, Assumption and Reimbursement Agreement between Agency and LLC.
12. Designate Authorized Representatives.
13. General Resolutions Authorizing and Ratifying Other Actions.

B. Recommendation

Approval of the proposed motion.

**IV IMPLEMENTATION/FOLLOW-UP**

Upon approval of the Order, the LLCs will be formed, and the documents be executed as required.

**V ATTACHMENTS**

None

IN THE BOARD OF COMMISSIONERS OF THE  
HOMES FOR GOOD HOUSING AGENCY, OF LANE COUNTY OREGON

ORDER 18-17-10-06H

In the Matter of Authorizing the Development  
and Financing of Market District Commons  
Affordable Housing Development.

WHEREAS, WHEREAS, Housing and Community Services Agency of Lane County doing business as Home for Good Housing Agency (the "Authority") is a public body corporate and politic, exercising public and essential governmental functions, and having all the powers necessary or convenient to carry out and effectuate the purposes of the ORS 456.055 to 456.235 (the "Housing Authorities Law"); and

WHEREAS, a purpose of the Authority under the Housing Authorities Law is to construct, acquire, manage and operate affordable housing for persons of lower income; and

WHEREAS, the Authority is authorized by ORS 456.120 to form, finance and have a nonstock interest in, and to manage or operate, partnerships, nonprofit corporations and limited liability companies in order to further the purposes of Homes for Good Housing Agency; and

WHEREAS, consistent with its purposes and powers, the Authority intends to cause an affiliate entity to construct on a parcel at the northwest corner of 6<sup>th</sup> Avenue & Oak Street in Eugene Oregon, a mixed use structure which will become a condominium to be known as Market District Commons Condominium with two units: one condominium unit with approximately 50 units of affordable housing (the "Housing Project"); and a second condominium unit of approximately 5,500 square feet on the ground floor (the "Commercial Unit") to be acquired, upon completion, by an affiliate of the Obie Companies (together, the development of the Housing Project and the Commercial Unit are referred to as the "Project"); and

WHEREAS, by prior Commission Order 18-22-08-04H, the Authority authorized the formation of MD Commons LLC (the "LLC") to develop the Project and own the Housing Project, and authorized formation of MD Manager LLC ("Manager LLC") to serve as the Managing Member of the LLC; and

WHEREAS, the Project will be constructed on land owned by Lane County, Oregon (the "Property"); and the County is willing to enter into a long-term ground lease of the land for a period of at least 99 years; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority, the LLC, and the Project to enter into a long-term ground lease of the Property on terms and conditions that are satisfactory to the Authority and the LLC;

WHEREAS, the Authority has determined that it is in the best interests of the Authority, the LLC, and the Housing Project to enter into agreements with, and to obtain an investment in the LLC from, Wells Fargo Community Lending and Investment ("Wells Fargo"), in the approximate amount of **\$10,060,939** (the "Investment") substantially in accordance with a term-letter dated July 23, 2018, with such amendments as may be required following further underwriting and negotiation; and

WHEREAS, as part of the Investment, Wells Fargo will require that the initial operating agreement of the LLC be amended and restated in its entirety to reflect the terms of the Investment (the "Amended Agreement"); and

WHEREAS, as part of the Investment, Wells Fargo will require that the LLC and the Authority enter into various documents relating to the management of the LLC and to development and/or operation of the Housing Project (the "Syndication Documents") including certain guaranties to be executed by the Authority in its capacities as guarantor and developer; and

WHEREAS, the Authority deems it to be in the best interests of the Authority and the LLC to take all actions reasonably necessary to facilitate the Investment in the LLC by Wells Fargo by entering into any and all agreements with Wells Fargo and/or the LLC, on its own account, and as the sole member and manager of the LLC, and to take any and all further actions to facilitate the Investment in the LLC by Wells Fargo; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority, the LLC, the Project, and the Housing Project that the LLC obtain a construction loan from Wells Fargo, which loan will be in the approximate amount of **\$9,788,000**(which amount is subject to further underwriting and negotiation) (the "Construction Loan") and bear interest at the rate of approximately 1.75% above 1-month LIBOR; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority, the LLC, and the Housing Project that the LLC obtain a commitment for permanent financing of the Housing Project in the approximate amount of \$910,000 (which amount is subject to further underwriting and negotiation) from the Network for Oregon Affordable Housing and, if approved by NOAH and the Authority, a loan purchase agreement pursuant to which NOAH would agree, on certain conditions to acquire the construction loan subject to certain modifications (in either case, the "NOAH Loan"); and

WHEREAS, the Authority has determined that it is in the best interests of the Authority, the LLC, and the Housing Project to cause the Authority to enter into such agreements as are reasonably necessary to obtain a grant in the approximate amount of **\$400,000** of state General Housing Account Program funds (the "GHAP Funds") from the State of Oregon acting by and through its Housing and Community Services Department and, thereafter, to lend the GHAP Funds to the LLC which loan will have a term to maturity and interest rate to be determined after further underwriting; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority, the LLC, and the Housing Project to cause the Authority and/or the LLC to enter into such agreements as are reasonably necessary to obtain a grant in the approximate amount of **\$2,000,000** of National Housing Trust Fund (the "HTF Funds") from the State of Oregon acting by and through its Housing and Community Services Department and, thereafter, if necessary,

to lend the HTF Funds to the LLC which loan will have a term to maturity and interest rate to be determined after further underwriting; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority and the LLC to cause the Authority to enter into such agreements as are reasonably necessary to obtain a loan in the approximate amount of **\$700,000** of HOME money from HUD through the City of Eugene to the LLC which loan will have a term to maturity and interest rate to be determined after further underwriting; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority, the LLC, and the Housing Project to authorize the execution and delivery of certain documents pursuant to which the Housing Project will be allocated approximately **\$1,105,000** of 2019 federal low-income housing tax credits annually for a period of 10 years (the "LIHTC Credits") or such other amount as may be set forth in 9% LIHTC Reservation and Extended Use Agreement to be issued by the Oregon Housing and Community Services Department and executed by the LLC; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority, the LLC, the Project, and the Housing Project, to authorize: (a) the execution, delivery, and/or recording of documents necessary to form Market District Commons Condominium and subject the Project to a condominium regime under Oregon law; and (b) execution and delivery by the LLC and/or the Authority, as need be, a purchase and sale agreement with an affiliate of the Obie Companies ("Obie") pursuant to which Obie will acquire the Commercial Unit from the LLC at or near completion of the Project ("Commercial Unit Purchase and Sale"); and

WHEREAS, the Authority has determined that it is in the best interests of the Authority, the LLC, the Project, and the Housing Project, to authorize the execution and delivery by the LLC and/or the Authority, as need be, such further agreements with Obie relating to the Project, its timing, and financing; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority and the LLC to enter into certain agreements for architectural and construction related services related to the Project; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority and the LLC to enter into agreements with professionals with technical expertise and, as appropriate, to assign to the LLC the product of such agreements;

**NOW, THEREFORE, THE AUTHORITY IN ITS OWN CAPACITY, ON BEHALF OF THE LCC, AND ON BEHALF OF MANAGER LLC ADOPTS THE FOLLOWING RESOLUTIONS:**

**1. Authorize Execution of Ground Lease with County.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute and deliver on behalf of the Authority and/or the LLC, as the case may be a Ground Lease pursuant to which the LLC will lease from Lane County for a term of at least 99 years, property legally

described as Lots 5 and 8, Block 2, SKINNER'S DONATION TO LANE COUNTY, as platted and recorded in Book "A", Page 122, Lane County Oregon Plat Records, in Lane County, Oregon, on terms and conditions approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document).

## **2. Approve Amended LLC Operating Agreement, Admission of Investor Member; Execution of Related Agreements.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute and deliver on behalf of the Authority and/or the LLC, as the case may be, a letter of intent relating to an anticipated Amended and Restated Operating Agreement of the LLC between the Authority (as manager and member) and Wells Fargo (as the investor member) in the form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document);

BE IT FURTHER RESOLVED, that the Authority is authorized to negotiate, execute, and deliver on behalf of the Authority, (whether in its own capacity, its capacity as developer or its capacity as a guarantor), the LLC, and/or the Manager LLC, as the case may be, the Syndication Documents listed on the attached Exhibit A (whether bearing the name listed or names to similar effect) and such other documents as reasonably may be required in connection with the closing of the Investment by Wells Fargo, all in the form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document)

## **3. Authorize Construction Loan to LLC.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute, and deliver on behalf of the Authority, (whether in its own capacity, its capacity as developer or its capacity as a guarantor), the LLC, and/or the Manager LLC, as the case may be,, the Construction Loan Documents listed on the attached Exhibit A (whether bearing the name listed or names to similar effect) and such other documents as reasonably may be required in connection with the closing of the Construction Loan all in the form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document).

## **4. Authorize NOAH Loan**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute, and deliver on behalf of the Authority, (whether in its own capacity, its capacity as developer or its capacity as a guarantor), the LLC, and/or the Manager LLC, as the case may be, such documents as may be necessary to enter into the NOAH Loan, all in the form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document).

## **5. Authorize Receipt of GHAP Funds by Authority.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute and deliver on behalf of the Authority, such documents as are required to evidence and obtain a grant of the GHAP Funds.



## **6. Authorize Loan of GHAP Funds from Authority to LLC.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute and deliver on behalf of the Authority and/or the LLC, as the case may be, such documents as required to evidence and secure a Loan in the amount of the GHAP Funds to the LLC all in the form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document).

## **7. Authorize Receipt of HTF Funds by Authority.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute and deliver on behalf of the Authority, such documents as are required to evidence and obtain a grant of the GHAP Funds.

## **8. Authorize Loan of HTF Funds from Authority to LLC.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute and deliver on behalf of the Authority and/or the LLC, as the case may be, such documents as required to evidence and secure a Loan in the amount of the GHAP Funds to the LLC all in the form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document).

## **9. Authorize Receipt of HOME funds to the LLC.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute and deliver on behalf of the Authority and/or the LLC, as the case may be, such Documents required to obtain the HOME funds by the LLC.

## **10. Authorize Execution of 9% LIHTC Credit Reservation and Extended Use Agreement.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute, and deliver on behalf of the Authority and/or the LLC, as the case may be, a 9% Low Income Housing Tax Credit Reservation and Extended Use Agreement pertaining to the LIHTC Credits anticipated to be awarded in respect of the Project, all in the form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document).

## **11. Authorize Market District Commons Condominium, Execution of Commercial Unit Purchase and Sale Agreement, and Other Related Documents.**

BE IT RESOLVED, that that the Authority is authorized to negotiate, execute, deliver, file and/or record on behalf of the Authority, the LLC, and or the Manager LLC, as the case may be, a Declaration by the LLC submitting Market District Commons Condominium to a condominium form of ownership to become effective at or near completion of the Project, together with Bylaws and other documents forming Market District Commons Condominium Owners Association;

BE IT FUTHER RESOLVED, that the Authority is authorized to negotiate, execute, and deliver on behalf of the Authority and/or the LLC, as the case may be, a purchase and sale agreement with Obie, and such other documents as may be reasonable or convenient to the development of the Project and the sale of the Commercial Unit on terms and conditions approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document).

**12. Authorize Architect Contracts and Construction Contracts on behalf of LLC.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute and deliver on behalf of the Authority and/or the LLC, as the case may be, forms of agreement with an architect and a general contractor with such amendments as may be required from time to time, all in the form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document):

**13. Authorize Agreement for Technical and Professional Consulting Services.**

BE IT RESOLVED, that the Authority is authorized to negotiate, execute and deliver on behalf of the Authority and/or the LLC, as the case may be, such agreements as any Authorized Representative may deem prudent for the provision of financial, accounting, legal, development consulting, engineering, geotechnical, environmental, construction management or other services, all in the form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document.)

**14. Authorize Assignment, Assumption and Reimbursement Agreement between Authority and LLC.**

BE IT RESOLVED that the Authority is authorized to enter in such agreements as may be necessary to assign to the LLC (and obtain reimbursement from the LLC therefor) such development rights, design and construction contracts, and other real and personal property as the Authority may have acquired for purposes of the Project.

**15. Authorized Representatives.**

BE IT RESOLVED that the following identified persons shall be the Authorized Representatives as that term is used in these Resolutions and authorized, empowered and directed to perform the actions authorized herein on behalf of the Authority whether acting on behalf of the Authority or the LLC.

Jacob Fox  
Steve Ochs

In addition to the Authorized Representatives named above, the following named individual(s) shall have authority to execute draw requests, monthly progress reports and miscellaneous forms associated with tax credits, grants and loans:

Steve Ochs

## **16. General Resolutions Authorizing and Ratifying Other Actions**

BE IT RESOLVED, that any Authorized Representative is authorized to negotiate, execute and deliver on behalf of the Authority, the LLC, and Manager LLC as the case may be, such other agreements, certificates, and documents, and to take or authorize to be taken all such other actions any Authorized Representative shall deem necessary or desirable to carry out the transactions contemplated by the foregoing resolutions (such determination to be conclusively demonstrated by the signature of any Authorized Representative on such document); and

BE IT FURTHER RESOLVED, that to the extent any action, agreement, document or certification has heretofore been taken, executed, delivered or performed by an Authorized Representative named in these Resolutions on behalf of the Authority, acting in its own behalf or on behalf of the LLC or Manager LLC, and in furtherance of the Project, the same is hereby ratified and affirmed.

Done and dated this \_\_\_\_ day of \_\_\_\_\_, 2018.

BOARD OF COMMISSIONERS

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Chairperson, Homes for Good Board of Commissioners

## Exhibit A

### Well Fargo Bank Syndication Documents

1. Amended and Restated Operating Agreement of the LLC;
2. Guaranty Agreement;
3. Development Services Agreement;
4. Joint Marketing Agreement;
5. Company Management Fee Agreement;
6. And such other document as required in connection with the closing of the Investment by Wells Fargo.

### Wells Fargo Construction Loan Documents

1. Promissory Note;
2. Building Loan Agreement;
3. Construction and Permanent Deed of Trust With Absolute Assignment of Leases and Rents, Security Agreement, and Fixture Filing;
4. Pledge and Security Agreement (Assignment of Partnership Interests and Tax Credits);
5. Pledge and Security Agreement;
6. Completion Guaranty
7. Repayment Guaranty
8. Assignment and Subordination of Development Agreement;
9. Assignment of Construction and Development Documents;
10. Hazardous Materials Indemnity Agreement;
11. Assignment of Architectural Agreements and Plans and Specifications;
12. Assignment of Property Management Agreement;
13. Assignment and Subordination of Developer Fee Agreement
14. Assignment for Security of AHAP Contract
15. Subordination Agreements or Master Priority Agreement as required;
16. Borrower's Certificate;
17. Such other certificates, agreements, indemnities, hold harmless agreements, or other documents reasonably necessary to the effectuation of the resolutions adopted as of this date and reasonably related to the Construction Loan from the Bank and the development of the Project with such amendments, additions or other changes as Authorized Representative shall deem reasonable and prudent and in furtherance of the Project.

### Senior Mortgage Loan Documents

1. Loan Purchase Agreement among NOAH, Bank and the Company with all Exhibits thereto to which the Authority or the Company is (or is to be) a party.