



177 Day Island Rd., Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411  
300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875

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



## **HOMES FOR GOOD HOUSING AGENCY**

### **BOARD OF COMMISSIONERS MEETING WEDNESDAY, MAY 23<sup>rd</sup> 2018**

#### **TABLE OF CONTENTS**

(CLICK ON EACH AGENDA ITEM TO NAVIGATE TO THAT SECTION)

- I. AGENDA
- II. APPROVAL OF (04/11/18 & 04/18/18) MINUTES
- III. EXECUTIVE DIRECTOR'S REPORT
- IV. ORDER 18-23-05-01H
- V. PRESENTATION: REAL ESTATE PIPELINE POWERPOINT/PDF
- VI. ORDER 18-23-05-02H
- VII. ORDER 18-23-05-03H
- VIII. ORDER 18-23-05-04H



# 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.

---

**Wednesday, May 23<sup>rd</sup>, 2018**

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

#### **1. ADJUSTMENTS TO THE AGENDA**

#### **2. COMMISSIONERS' BUSINESS**

#### **3. #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.)

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

#### **5. EMERGENCY BUSINESS**

#### **6. ADMINISTRATION**

- A. Approval of Minutes: 04/11/2018 & 04/18/2018
- B. Executive Director Report(estimated time 15 minutes)
- C. Order 18-23-05-01H/In the Matter of Authorizing Formation of MD Commons LLC and MD Manager LLC. (Steve Ochs, Real Estate Development Director)(estimated time 10 minutes)
- D. Presentation/Current Homes for Good Real Estate Pipeline (Steve Ochs, Real Estate Development Director)(estimated time 45 minutes)
- E. Order 18-23-05-02H/ In the Matter of Accepting a Bid and Awarding Contract #18-C-0032 for the Administration Building Chiller Replacement Project (Jacob Fox, Executive Director) (estimated time 10 minutes)
- F. Order 18-23-05-03H/ In the Matter of Approving a Reimbursement Resolution for New Chiller at Homes for Good's New Administrative Building(Valerie Warner, Deputy Director)(estimated time 10 minutes)

- G. Order 18-23-05-04H/ In the Matter of Authorizing the Executive Director to Apply for Assistance from the Federal Home Loan Bank of Des Moines Competitive Affordable Housing Program for the Housing First Apartment Community in Eugene, Oregon (Steve Ochs, Real Estate Development)(estimated time 10 minutes)

## **7. OTHER BUSINESS**

Adjourn



## Meeting Minutes

### HOMES FOR GOOD HOUSING AGENCY

### BOARD OF COMMISSIONERS TELECONFERENCE

#### Location of the meeting:

Homes for Good Housing Agency – 177 Day Island Road, Eugene, OR. 97401 – Duck Conference Room

**Teleconference Line:** 1-800-906-9330 – Participant Code: 9269304

**Phone:** 541.682.2545

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.

---

### April 11<sup>th</sup>, 2018 -- HOMES FOR GOOD HOUSING AGENCY

(1:00 p.m.) (Board of County Commissioners Conference Room)

#### 1. EXECUTIVE SESSION

*None*

#### 2. ADJUSTMENTS TO THE AGENDA

*None*

#### 3. COMMISSIONERS' BUSINESS

*None*

#### 4. #PUBLIC COMMENTS

*None*

#### 5. COMMISSIONERS' RESPONSE TO PUBLIC COMMENTS AND/OR OTHER ISSUES AND REMONSTRANCE

*None*

#### 6. EMERGENCY BUSINESS

*None*

#### 7. ADMINISTRATION

- A. ORDER 18-04-11-01H/In the Matter of Authorizing the Executive Director to Apply for Assistance from the Meyer Memorial Trust Annual Funding Opportunity for Supportive Housing Apartment Community in Eugene, Oregon

**Steve Ochs:** Homes for Good has been working with Lane County for a year on the Housing First project and have decided that the Meyer Memorial Trust grant was a good fit for this project. We will be applying for funds for the capital construction of the project. The other funding sources have not yet been solidified and this will be the first grant in. We looked at a 4% tax credit finance plan or a 9%. Right now, the 9% brings so much more equity, we are

tentatively targeting next year as a good fit for a 9% application on this project. This money would then be used to fill in the gaps on the 4%.

To give you a little more background on this project, this project is located off of Martin Luther King Blvd across from the Autzen Stadium where Lane County Behavioral Health is located. The Housing First model is designed to get people off the street and housed. Then, have services available for residents to utilize. This has been successful in other communities. Several Board Commissioners have been involved in this project and is a community priority. We feel the Meyer Memorial Grant is a good fit for this project. Homes for Good staff has been working with the county to get the grant materials ready. The grant application will be submitted next week.

**Char Reavis:** Are all the units going to be one-bedroom?

**Steve Ochs:** Yes, the initial model the architect has put together based on similar Housing First projects. The units will actually be 350 sq. ft. studio apartments.

**Char Reavis:** Will they all be individual apartments with no shared kitchen or bathroom.

**Steve Ochs:** That is correct. The whole ground floor will be occupied by the resident's service providers which will have 24-hour staffing available. Residents will have access to a numerous variety of services including counseling mental health services if needed. The resident's apartments will be located upstairs. There will also be shared community spaces for the residents.

**Char Reavis:** Will there be ADA units?

**Steve Ochs:** We will be working with the architect to on the design and layout and will address those ADA design needs as the project moves forward.

**Motion to approve order 18-04-11-01H**

**First: Commissioner Sid Leiken**

**Second: Commissioner Gary Williams**

**Motion is 18-04-11-01H is approved unanimously**



177 Day Island Rd., Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411  
300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875

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



## 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

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.

---

#### April 18<sup>th</sup>, 2018 -- HOMES FOR GOOD HOUSING AGENCY

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

##### 1. EXECUTIVE SESSION

*None*

##### 2. ADJUSTMENTS TO THE AGENDA

*Executive Session Cancelled*

##### 3. COMMISSIONERS' BUSINESS

Commissioner Jay Bozevich not present

##### 4. #PUBLIC COMMENTS

*None*

##### 5. COMMISSIONERS' RESPONSE TO PUBLIC COMMENTS AND/OR OTHER ISSUES AND REMONSTRANCE

*None*

##### 6. EMERGENCY BUSINESS

*None*

##### 7. ADMINISTRATION

- A. Approval of the 03/21/2018 Homes for Good Board Meeting Minutes

**Motion to approve 03/21/2018 minutes**

**First: Commissioner Sid Leiken**

**Second: Commissioner Gary Williams**

**Motion is approved unanimously**

- B. Executive Director Report

**Jacob:** We continue to be out in the community presenting about our organization and educating the community about who we are and what we do. We participated in a few key

presentations last month. The first presentation being the Rubicon Society. They are very civically engaged and have a lot of good questions about public spending. I had the opportunity to educate them on Homes for Good and our programs as well as speaking to them about the Housing First project on the MLK campus. Both Pat and Jay were in attendance.

Another presentation that was well attended happened at the Campbell Community Center. Where we were able to speak about our new name and brand as well as programs we offer.

We are continuing to develop our equity framework with the help of Meyer Memorial Trust grant funding. Char recently attended a DEI workshop with staff that will make us eligible for additional funding for our equity work and staff training. I will bring that equity initiative work to the board for deliberation because it is important and overarches our organization.

On Monday we submitted the NOFA application for the Market District Commons project. This project will include 50-units of affordable housing for homeless veterans, people with disabilities low-income workforce, and special needs populations. We are applying for the National Housing Trust fund. This is funding that will be available if the project is started by October 2018. The architect fee we estimate will be at \$100K.

We recently hired a second Project Developer, Nora Cronin who is formerly of St. Vincent de Paul. One of her first assignments is the Housing First Project.

We received permission from HUD to sell our single family home inventory. We recently partnered with NEDCO to get as many of those houses in front of first time home buyers. One family who purchased one of the homes is the family of a combat veteran and Purple Heart recipient and his seven children. We had the opportunity to meet him and hear his incredible story.

- C. Moss Adams Presentation – Presenters, Jim Lanzarotta and Kevin Muller Discussion/Moss Adams Entrance Meeting with Those Charged with Governance (Jeff Bridgens, Finance Director)(Kevin Mullerleile, Moss Adams)(Jim Lanzarotta, Moss Adams)(estimated time 20 minutes)

**PowerPoint Presentation by Moss Adams on the Audit Process is presented to the Board of Commissioners**

Jacob Fox: Since 2013 the business/compliance systems needed updating. We have had some minor findings over time, none of them connected to fraud. We appreciate having our auditors present throughout the auditing process.

Sid Leiken: I have worked at Moss Adams for many years and can speak to their professionalism. They interact with our staff very well. It is a very important piece to have auditors that work well with staff. They worked with Lane County and I am very comfortable with their work. Coming in beforehand and presenting the audit plan is a great benefit.

Pete Sorensen: We are pleased with the work Moss Adams has done with the County. I would like to recommend that we not create a separate audit committee and have Moss Adams come in and speak directly with the board on updates instead. I feel that we do not need to create committees when they are not needed.

Jim Lanzarotta: Outside any guidance, we would want to come to you sooner than later if any issues were to arise. We will come to you if we are not getting the answers we need to questions, if there is a timeline issue/change, and prior year errors. Smaller best practice items will be discussed in a final report. We keep management in the loop of communication throughout the audit process or any designated points of contact identified by the client.

Jacob Fox: We are transparent and we come to the board with any issues.

Pete Sorenson: On a practical level, this board can meet at any time. This board meets once a month. The appointed commissioners are flexible with being able to attend by phone or in person.

Jacob Fox: I have waited to add any committees due to the busy schedule of the Lane County Commissioners. This will be folded into our governance conversations in the coming months.

Jim Lanzarotta: If audit/finance committees are something you are interested in, that is something we can help with by providing framework and matrixes to help build your committee.

- D. Discussion/In the Matter of Tax Credit Property Audits — Communication for Those Charged with Governance(Jeff Bridgens, Finance Director) (estimated time 15 minutes)

Jeff Bridgens: Our tax credit properties go through an audit at calendar year end. Generally what you see are adjustments in requirements, disagreements w/management. The properties are reaching the appropriate levels of governance.

- E. Presentation/In the Matter of the Homes for Good Retirement Fund(Valerie Warner, Deputy Director)(Dominic Corleto, Wells Fargo Retirement Plan Administrator) (estimated time 20minutes)

Valerie Warner: At the February meeting I was hear speaking about the Homes for Good Retirement Plan. We have a 401K plan that we have talked about before and made a small change to the charter. We have a responsibility to our employees to manage the retirement plan. We rely on this firm to carry out this responsibility. Dominic Corleto from Wells Fargo is here to speak with you about this topic.

Dominic Corleto: **Presents a slide show to the Board of Commissioners on the Retirement Plan Advisory Services of Wells Fargo.**

- F. Order 18-18-04-01H/ In the Matter of Authorizing Homes for Good to increase the credit line with Wells Fargo Bank by \$10,000 to \$37,000.(Jeff Bridgens, Finance Director)(estimated time 10 minutes)

Jeff Bridgens: We are here requesting an increase in Homes for Good credit line from \$27,000 to \$37,000. We use this credit line for credit cards that are used for a select group of Homes for Good staff for business, travel, supplies, and training expense purchases. Wells Fargo also would like to see a board order for any credit increase requests.

Jacob Fox: This is not a procurement card system. We expense a lot of travel and training purchases. We will do an RFP in the future for a procurement card system with the appropriate controls in place.



Sid Leiken: How many cards do you have distributed to staff?

Jeff Bridgens: Twelve to 15 cards are being held by staff.

Sid Leiken: I am glad you are looking at a potential RFP for a procurement card system. It is a good idea going forward and it will simplify things.

Char Reavis: When was the last time that an increase was made?

Valerie Warner: It was 18 months ago. The increase was \$17,000 to \$27,000.

**Motion to approve 18-18-04-01H**

**First: Board Member Michelle Thurston**

**Second: Commissioner Gary Williams**

**Motion is approved unanimously**

## **8. OTHER BUSINESS**

- Adjourn

May 2018



# MONTH IN REVIEW

Homes. People. Partnerships. Good.

I am very grateful honored to serve as the Executive Director (ED) of Homes for Good. The reason why our recognition is growing in the community and why we are increasing our impact is because we have so many talented and dedicated employees that care deeply about the people with low incomes that we serve. As an ED it is easy to be consumed with the externally focused relationship management and I have observed many ED's lose touch with the hard work that is being accomplished every day by employees. I'm committed to not losing touch with our employees and starting in May I have blocked out two half days a month so that I can work with our staff, talk with our staff about their jobs and get their insight on what their experience is working here at Homes for Good. I'm getting to hear directly from our employees about how they would like to see our organization grow and change over the coming years. I've asked the employees that I'm shadowing to be very candid with me and I will use what I learn to help employees at all levels of the organization move our agency forward in a thoughtful and deliberate manner.

The Leadership team and Management Team recently read an article that was helpful to us as we think about where we are going as an

an organization and how to make sure that every employee is clear on our direction. The article was "How Successful CEO's Manage Their Middle Act". While the title of the article might make you think that the focus was only relevant for the CEO it was very relevant for every employee in this organization because we are all leaders here at Homes for Good. The basic premise was how we approach our work needs as they change over time and we as leaders need to change our behavior and activities in order to keep the organization effective and nimble. One part of the article that is especially relevant for us frames five themes that are essential to success as we take the next steps in our growth as professionals and as an organization. The five themes are: "the importance of resetting ambitions to avoid losing momentum; the need to attack silos and broken processes; the imperative of rejuvenating leadership talent;



Homes.People.Partnerships.Good.

the value of building internal and external mechanisms for dissent and disruptive ideas; and the need to deploy leadership capital on bold moves that could help the company succeed over a long horizon.”

With this in mind over the coming months we will be developing of our strategic plan that will guide our organization for the coming years beginning in January of 2019. We have had an active strategic plan for the last 8 years, however, employee engagement in this plan hasn’t been as robust as it should be. We will launch employee engagement in our new strategic plan at our July all staff meeting and between July and January of 2019 there will be multiple opportunities for our employees to engage and help us shape the strategic direction of our organization. Between now and July each supervisor will be reviewing our current strategic plan with each employee and we will answer any questions they have

I am excited about working on our new strategic plan in partnership with the Homes for Good Board and our employees because we are all deeply committed to supporting people with low incomes who need an affordable home to live in.



Jacob Fox and Antonio Moreno, Site Maintenance Specialist  
Job Shadowing Day



# AGENDA CHECKLIST

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

**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**

AGENDA TITLE: In the Matter of Authorizing Formation of MD  
Commons LLC and MD Manager LLC.

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: **05/23/2018**

**THIS ITEM WILL INVOLVE:**

☐ Consent Calendar  
☒ ORDER/Resolution  
☐ Ordinance/Public Hearing  
Public Comment Anticipated?

☐ Report  
☐ Discussion & Action  
☐ Yes ☒ No

☐ Appointments ☐ Committee Reports  
☐ Discussion Only

Estimated Time 10 min

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

Executive Director/: **Jacob Fox** Date **05/15/2018**

Deputy Director

Legal Staff-Review by: Date

\*if required

Management Staff- Date

Review by:





177 Day Island Rd., Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411  
300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875

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



## **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 Formation of MD Commons LLC and MD Manager LLC.

**AGENDA DATE:** May, 23rd, 2018

### **I MOTION**

It is moved that the Agency is authorized to execute the necessary documents to form MD Commons LLC and MD Manager LLC.

### **II ISSUE**

The HACSA 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 form the LLC and complete project financing.

### **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. HACSA intends to 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 HACSA has no plans to develop the Bus Barn property to the north and has been coordinating with the County regarding its use in the short and long term.

Most recently, in March 2018, the Board authorized HACSA to apply to Oregon Housing and Community Services (OHCS) for federal low-income housing tax credits. If funded, the next step is to form both a managing member and the ownership entity—each to be a limited liability company. Further actions will be required later to authorize the more particular terms of financing for the project prior to commencement of construction. This Board Order would:

1. Authorize formation of MD Manager LLC (to be the managing member of the ownership entity), MD Commons LLC (the ownership entity), the creation of accounts as may be necessary or convenient in the name of each LLC; and
2. Authorize the Agency to negotiate and execute letters of intent with a construction lender and tax-credit investor; and
3. Identify authorized representatives of the Agency who are authorized to sign such letters of intent and the operating agreements on behalf of the agency and/or MD Manager LLC; and
4. Provide a general form of ratification as we have been advised by legal counsel to include.

B. Recommendation

Approval of the proposed motion.

**IV IMPLEMENTATION/FOLLOW-UP**

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

**V ATTACHMENTS**

None

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

ORDER 18-23-05-01H

In the Matter of Authorizing Formation of MD  
Commons LLC and MD Manager LLC.

WHEREAS, Homes for Good Housing Agency 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 Homes for Good Housing Agency under the Housing Authorities Law is to construct, acquire, manage and operate affordable housing for persons of lower income; and

WHEREAS, Homes for Good Housing Agency 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, Homes for Good Housing Agency intends to cause an affiliate entity to: develop, own, and cause to be operated a 54 unit permanent affordable housing development intended for occupancy, on a preference basis, ex-offenders at 1420 and 1430 Oak Patch Road (the "Project"); and

WHEREAS, for the purposes of pursuing such development, construction, and operation of the Project Homes for Good Housing Agency finds it to be in the best interests of the Agency to authorize the formation of a limited liability company to be known as MD Commons LLC or such other name permitted by the Oregon Secretary of State (the "LLC"); and

WHEREAS, Homes for Good Housing Agency has determined that the LLC should be managed by an affiliate of the Agency to be a single-member limited liability company known as Oaks Manager LLC or such other name permitted by the Oregon Secretary of State (the "Manager"); and

WHEREAS, Homes for Good Housing Agency has determined that it is in the best interests of Homes for Good Housing Agency, the LLC, the Manager, and the Project to enter into letters of intent related to a tax-credit investment by, and financing from US Bancorp Community Development Corporation and U.S. Bank National Association, respectively, and to engage in further negotiations regarding the terms of such investment and financing; and



**NOW IT IS THEREFORE ORDERED THAT:**

**1. Authorize Formation of Manager, and the LLC and Creation of Accounts.**

BE IT RESOLVED, that the Agency is authorized to execute and deliver the following documents:

- a) Articles of Organization of MD Manager LLC, an Oregon limited liability company to be effective as of the day they are filed with the Oregon Secretary of State; and
- b) An Operating Agreement of MD Manager LLC to be effective as of the date the Articles of Organization of the limited liability company are filed with the Oregon Secretary of State; and
- c) Articles of Organization of MD Commons LLC, an Oregon limited liability company, to be effective as of the day they are filed with the Oregon Secretary of State; and
- d) An Operating Agreement of MD Commons LLC, to be effective as of the date the Articles of Organization of the limited liability company are filed with the Oregon Secretary of State; and
- e) Such documents as may be necessary or convenient to establish in the name of the Manager and/or the LLC such checking, savings and other accounts at such state or federally chartered banks as any Authorized Representative, as that term is defined in these Resolutions, may determine (such determination to be conclusively demonstrated by the signature of any Authorized Representative on such document); and

BE IT FURTHER RESOLVED, that the LLC shall be managed by the Manager.

**2. Authorize Negotiation and Execution of Letters of Intent.**

BE IT RESOLVED that the AGENCY is authorized to negotiate, execute and deliver on behalf of the Agency, the Manager and/or the LLC as the case may be, (a) a letter of intent relating to an anticipated Amended and Restated Operating Agreement of the LLC with U.S. Bancorp Community Development Corporation or an affiliate thereof (as the substitute investor member), and (b) a letter of intent relating to an anticipated construction loan from U.S. Bank, National Association, both in such form approved by any Authorized Representative (such approval to be conclusively demonstrated by the signature of any Authorized Representative on such document);

**3. Authorized Representatives.**

BE IT RESOLVED that the following identified person shall be the Authorized Representative as that term is used in these Resolutions and authorized, empowered and directed to perform the actions authorized herein on behalf of the Agency, the Manager, and/or the LLC as the case may be:

Jacob Fox  
Valerie Warner

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

Steve Ochs

**4. 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 Agency and the 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 Agency, acting in its own behalf or as a member of the LLC, and in furtherance of the Project, the same is hereby ratified and affirmed.

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

---

Chair, Homes for Good Board of Commissioners



# AGENDA CHECKLIST

## AGENDA INFORMATION TO BE SUBMITTED TO THE BOARD OFFICE

(Aisha McCoy, Administrative Specialist  
ext 2525)

### 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**

AGENDA TITLE: In the Matter of Homes for Good Development  
Presentation

DEPARTMENT	<i>Department</i>		
CONTACT	<i>Steve Ochs</i>	EXT	<i>2530</i>
PRESENTER	<i>Steve Ochs</i>	EXT	<i>2530</i>

AGENDA DATE: *05/23/2018*

### THIS ITEM WILL INVOLVE:

- ☐ Consent Calendar  
☐ ORDER/Resolution  
☐ Ordinance/Public Hearing  
 Public Comment Anticipated?

- ☐ Report  
☐ Discussion & Action  
☒ Presentation  
☐ Yes ☐ No

- ☐ Appointments ☐ Committee Reports  
☐ Discussion Only

Estimated Time 30 min

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

Executive Director/: *Jacob Fox*

Date *05/14/2018*

Deputy Director

Legal Staff-Review by:

Date

\*if required

Management Staff-

Date

Review by:



177 Day Island Rd., Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411  
300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875

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



## **HOMES FOR GOOD MEMORANDUM**

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

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

**AGENDA ITEM TITLE:** Homes for Good Development Presentation

**AGENDA DATE:** May 23, 2018

### **I MOTION**

**No Motion Needed**

### **II ISSUE**

Update of Homes for Good Real Estate Development pipeline and funding

### **III DISCUSSION**

A. See Presentation

B. See Presentation

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

None required.

### **V ATTACHMENTS**

Real Estate Development Power Point Presentation



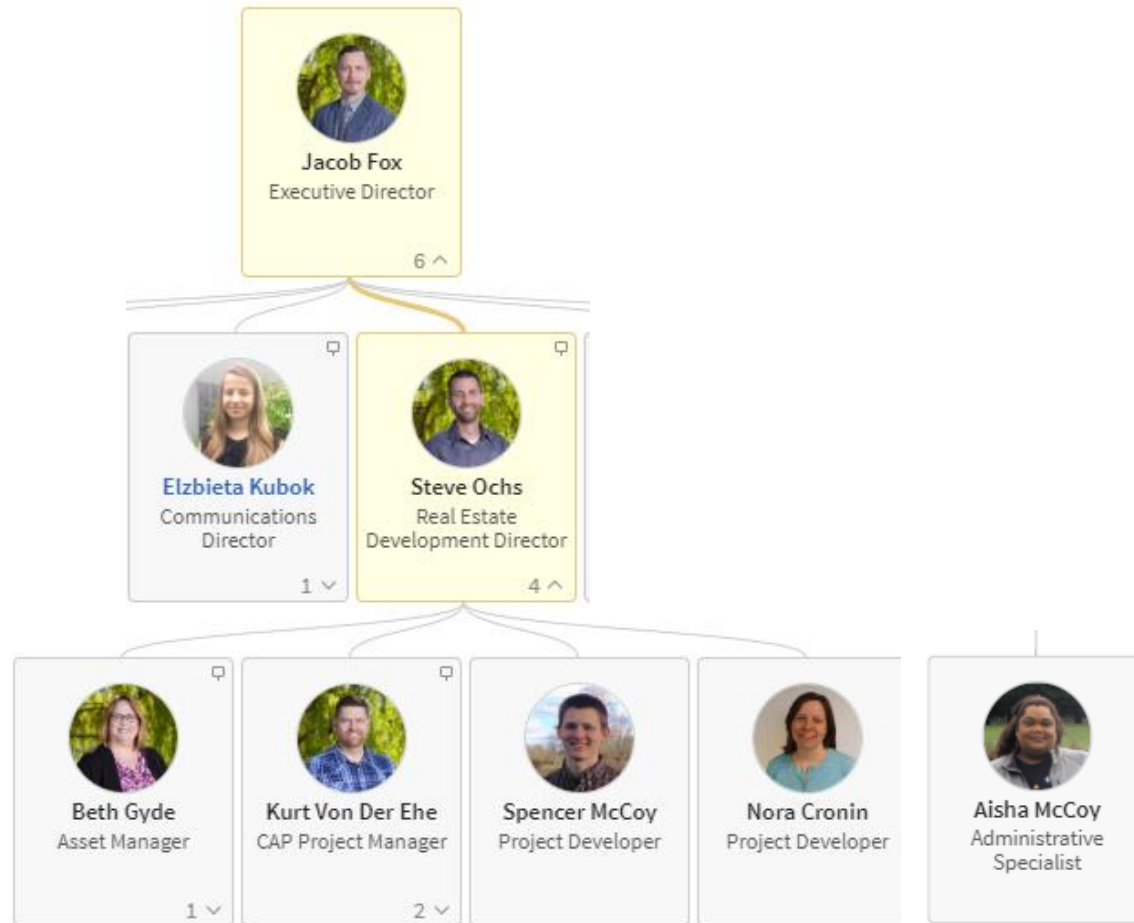
Real Estate Development  
Homes for Good Board Meeting  
May 23rd, 2018

# Real Estate Development



- Homes for Good is committed to developing projects that are energy efficient, clean, safe and attractive while maintaining affordability for many years to come. By partnering with numerous agencies, non-profits and private businesses, Homes for Good is able to provide needed housing along with critical services that serve as a launching platform for families and individuals who are struggling in the current housing market and allow them a chance of future success.
- Typical types of funding: LIHTC, SDC waivers, HOME, GHAP, Meyer Memorial Trust, National Housing Trust, variety of private funding
- Recent partners include: SVDP, Sponsors Inc. , Cornerstone Community Housing, Obie Companies, VA
- Architects and General Construction partners: Bergsund DeLaney Architecture and Planning P.C., PIVOT Architecture, Essex Construction, Meili Construction, Chambers Construction

# Real Estate Development Team





# Real Estate Development Pipeline



Bascom Village II



The Oaks at 14th



Richardson Bridge Rehab



Market District Commons



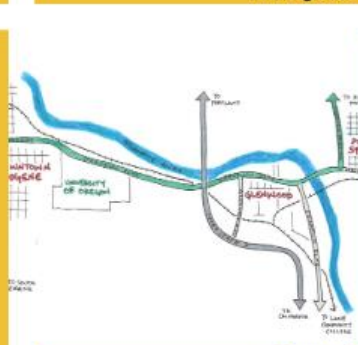
Housing First



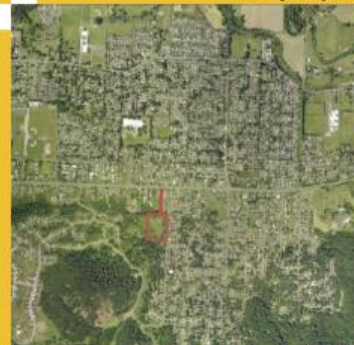
Taney Property



Rehab Projects: Firwood



Glenwood



67th Street Springfield



Scattered sites sales



# Real Estate Development



## Unit production

- Five years - 2008-2013 = 45 units + 44 units RD rehab + 35 units LIHTC rehab
- Four years - 2014-2018 = 102 units + 32 units LIHTC rehab
- Five years - 2018-2023 = 300 units projected



# Life Cycle of a Development Project



- Predevelopment activities
- Funding application
- Development activities
- Construction Period
- Post Construction activities

# High Costs of Real Estate Development Projects



- Land acquisition
- Land use process
- Funding leverage and gap financing
- Permits and initial architect fees, other consultants, legal support
- Pre-development costs average (excluding land acquisition) \$300,000 - \$500,000
- Developer Fee average return to developer \$850,000 - \$1m
- Average total project cost \$9-13million
- Total costs of running Real Estate Development Division \$332,505.19 - total of 4 FTE spread over 7 people not including Asset Management
- Asset Management \$124,000 - 1.35 FTE spread over 3 people

# Financial Overview Homes for Good Development Pipeline



# Financial Overview Cont'd

## Income from property dispositions



Property Disposition	Price Assumptions	Timeframe for Sale
River Road 3.5 acres	\$850,000	Oct-18
48th and Main 8.5 acres	\$1,000,000	Dec-18
Day Island 1.5 acres	\$2,000,000	Jul-19
12 scattered sites	\$2,300,000	Oct-17
100 scattered sites	\$19,000,000	Jul-19
\$25,150,000		

# Financial Overview Cont'd

## Land Acquisitions



Details	Price Assumptions	Timeline for Acquisition
Homes for Good Admin building. Purchased September 2017	\$3,750,000	Sep-17
3 acres for 50 unit project tied to scattered site disposition. Taney Property in Eugene	\$590,000	Jul-18
6 acres for 50 unit project tied to scattered site disposition. 67th Street in Springfield	\$350,000	Jul-18
Glenwood 1.5 acres for 150 unit project. Have purchase option agreement in place	\$750,000	Apr-18
1/2 City Block. Have Lease Option agreement in place	\$1,100,000	Jun-18
\$6,540,000		

# Financial Overview Cont'd

## Development Projects Needs



Other Financing Needs	Amount	Details	Timeline
Energy Performance Contracting	\$4,500,000	Homes for Good corporate borrowing	Sep-17
Homes for Good Bond Issuance for Firwood	\$2,500,000	Homes for Good corporate borrowing tied to property cashflow	Oct-18
Homes for Good Admin Building Improvements	\$5,000,000	To be determined	Sep-18
Sheldon Viillage	\$3,500,000	Homes for Good corporate borrowing tied to property cashflow	Oct-18
\$15,500,000			



# Financial Overview Cont'd

## Other Projects Financing Needs



Homes for Good Development Pipeline	Details	Primary Financing Type	Gap Financing Needs	Timeline
Richardson bridge rehab project	Part of Homes for Good's Public Housing RAD Conversion Project - Richardson Bridge rehab funded and in progress	9% LIHTC	none	May-17
Sheldon Village/Willakenzie rehab project	Sheldon is a 12 year old property with constrution defects. Willakenzie added to get to 4% LIHTC unit threshold	Homes for Good Bond issuance	\$350,000	Oct-18
Firwood rehab	Firwood has serious siding, roof and parking lot issues	Homes for Good Bond issuance	\$350,000	Oct-18
6th and Oak/ Bus Barn	Downtown Eugene new construction project with 1st floor commercial	9% LIHTC	\$250,000	Oct-18
Glenwood (in Springfield)	Part of Glenwood master plan/urban renewal project	9% LIHTC	\$500,000	Oct-19
RAD Phase 2 Eugene	need to close this transaction before we sell the 100 scatted sites.	4% LIHTC - combine with RAD Phase 2 Springfield	\$4,000,000	Apr-19
RAD Phase 2 Springfield	need to close this transaction before we sell the 100 scatted sites	4% LIHTC - combine with RAD Phase 2 Springfield	\$4,000,000	Apr-19
			<b>\$8,750,000</b>	



# Market District Commons



# Development Details



- Public Private Partnership with Obie Company
- Partnership with Full Access and VetLIFT
- Lane County 99-year Land Lease, Lane County decommissioned oil tanks from the site
- Sources: City of Eugene SDCs Waivers, HOME funds, 9% LIHTC application, National Housing Trust funding application, GHAP application,
- 50 units – workforce housing, 15 set aside for Veterans and persons with disabilities

# Housing First



# Development Details



- Poverty and Homelessness Board Strategic Priority, Community need
- Lane County Land Donation
- Neighboring Lane County Behavioral Health clinic
- Partnership with Lane County Health and Human Services and SVDP
- Sources: City of Eugene SDCs Waivers, 9% LIHTC application in 2019, Application for Meyer Memorial Trust submitted in April 2018, funding from health care partners
- 50 units supportive housing for chronically homeless, with access to services
- Net of Supportive Services provided by Lane County Health and Human Services
- Frequent User Systems Engagement Project

# Housing First Model



- EPD arrests ↓ 82%
- LCSO jail intakes ↓ 50%
- EMC court citations ↓ 75%
- Overall healthcare costs ↓ 53%
- Emergency Department utilization ↓ 26%



Housing First supports people who are homeless and living with mental illness by combining the immediate provision of permanent housing with wrap-around supports.

# RAD 2.0.





# RAD 2.0.



- HUD Rent Assistance Demonstration Program
- High maintenance costs
- Sale of 100 Public Housing scattered single family homes and duplexes 2019
- Partnership with NEDCO on sales to first time homebuyers
- Proceeds from sale to fund project costs for Taney Rd and 67<sup>th</sup> Street developments
- \$8-10million of gap financing needed

# First Time Homebuyers Program



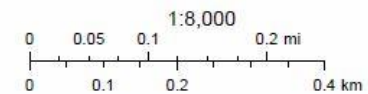


# Taney Road

Taney Site Map



5/2/2018, 8:59:01 AM



# Development Details



- Site right next to Willamette High School, Cascade Middle School, and Malabon Elementary School
- Potential partnership with Bethel School District
- Sources: City of Eugene SDCs Waivers, 4% LIHTC application in 2019, OHCS preservation funding, scattered sites sale proceeds and additional gap financing
- 40-50 units multifamily, unit replacement of similar bedroom configuration



# 67<sup>th</sup> Street in Springfield



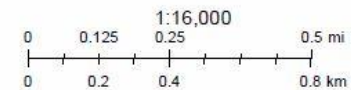
240 S 67th Site Map



5/1/2018, 5:25:08 PM

**Lines**

— Override 1



# Development Details



- Proximity to schools
- Sources: 4% LIHTC application in 2019, OHCS preservation funding, scattered sites sale proceeds, and additional gap financing
- 50-60 units multifamily, unit replacement of similar bedroom configuration



# Glenwood



## Overview of Phase 1 Improvements in Glenwood



## More Information

Receive periodic project information by email:  
Please send an email with your name to  
[info@newfranklinblvd.org](mailto:info@newfranklinblvd.org)

Request information by phone:  
Please call Project Manager Kristi Krueger at 541-726-4584  
and provide your name and phone number.

Website:  
[www.newfranklinblvd.org](http://www.newfranklinblvd.org)



# Development Details



- Purchased April 2018
- Infrastructure improvements in Glenwood
- Vision: Mixed Market Rate and Affordable units
- Transportation access: EmX
- Early pre-development stage
- Six years of pre-development costs



# Sheldon Village



# Firwood





# Preservation Needs

- Competing with new construction funding
- Addressing major envelope and building systems issues
- Highest needs: Firwood Apartments and Sheldon Village I&II
- Portfolio wide needs – average building age in portfolio 30-40 years

# Subsidy conversion and rehabilitation of Public Housing Portfolio



- Feasibility Analysis of HUD Rent Assistance Demonstration (RAD) and Section 18. Demo/Dispo Program
- Decreasing federal support for large capital projects vs. age of our portfolio

# Questions?

## Thank you!



# AGENDA CHECKLIST

## AGENDA INFORMATION TO BE SUBMITTED TO THE BOARD OFFICE

(Aisha McCoy, Administrative Specialist  
ext 2525)

**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**

AGENDA TITLE: In the Matter of Accepting a Bid and Awarding Contract #18-C-0032 for the Administrative Building Chiller Replacement Project.

DEPARTMENT	<i>Department</i>		
CONTACT	<i>Jacob Fox</i>	EXT	<i>2527</i>
PRESENTER	<i>Jacob Fox</i>	EXT	<i>2527</i>

AGENDA DATE: *05/23/2018*

### THIS ITEM WILL INVOLVE:

☐ Consent Calendar  
☒ ORDER/Resolution  
☐ Ordinance/Public Hearing  
 Public Comment Anticipated?

☐ Report  
☐ Discussion & Action  
☐ Yes ☐ No

☐ Appointments ☐ Committee Reports  
☐ Discussion Only

Estimated Time 5 min

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

Executive Director/: *Jacob Fox* Date *05/16/2018*

Deputy Director

Legal Staff-Review by: Date

\*if required

Management Staff- Date

Review by:



177 Day Island Rd., Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411  
300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875

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



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

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

**FROM:** Jacob Fox, Executive Director

**AGENDA ITEM TITLE:** In the Matter of Accepting a Bid and Awarding Contract #18-C-0032 for the Administrative Building Chiller Replacement Project.

**AGENDA DATE:** May 23, 2018

### **I MOTION**

It is moved that S2 Industrial, Inc. be awarded a contract for project #18-C-0032 for the Administrative Building Chiller Replacement Project and that an order to this effect be signed; and an agreement be executed in accordance with the bid documents.

### **II ISSUE**

Board approval is required to award a contract for the Administrative Building Chiller Replacement Project, located in Eugene, Oregon.

### **III DISCUSSION**

#### **A. Background:**

The new Administrative Building, comprised of one building, is the future administrative home all Homes for Good employees, located in Eugene, Oregon.

The building currently has a failing, cooling system. This contract includes the removal of the existing chiller units, pumps and supply and distribution lines, includes a new and updated system to be fully functional with the existing duct work. Funding for the roof will be provided through a loan.

As there are existing tenants in the building, including a medical provider, the need to provide cooling in this building prior to summer is critical. Homes for Good Housing Agency followed emergency procurement process as allowed for in ORS 279B.080 Emergency procurements, to select a contractor to allow work to begin immediately

so the Agency followed the required procurement process for projects estimated to be under \$150,000 for the base construction cost. This estimate does not include the cost of permits, construction contingencies or account for escalating construction costs in a volatile market. The Request for Bids was sent out to six (6) contractors on May 1, 2018, targeted for this type of work. The Agency received only 2 bids due to the lack of availability of contractors and the compressed completion date. The apparent low bidder's price was comparable to the Engineers base estimate for this project and factors in the costs of permits and construction contingencies. Work on this project is scheduled to begin immediately Tuesday, May 29, 2018 and be completed by August 2018. Proceeding under a formal procurement process would delay the project beyond the summer. If the work is not started immediately, the Agency could be in violation of its landlord obligations under its lease and the interior space of the building would be unworkable for the medical office tenant.

B. Analysis

A formal bid process with a bid package was issued by the Agency for the required work. Two responsive bids were obtained, and the apparent low bidder is responsive and responsible. They have reviewed their bid and confirmed their costs.

C. Alternatives/Options

The public bidding process was employed; the lowest bid has no irregularities and is responsive and responsible. The prices are considered competitive and there are sufficient budget funds to cover the project. We recommend award of the contract to S2 Industrial, Inc.

The total amount of this bid is \$172,747.00. Due to construction cost volatility, Homes for Good will work with the contractor to make any reasonable adjustments if deemed necessary. S2 Industrial, Inc. will provide a 5% Bid Bond for this contract.

D. Recommendation

Approval of the proposed motion.

E. Timing

Upon bid award, the contractor shall have ten days to provide the Agency with a signed contract. It is anticipated that all other necessary documents could be processed by May 23, 2018 and work would commence shortly thereafter.

**IV. IMPLEMENTATION/FOLLOW-UP**

Same as in Item III.E

**IV IMPLEMENTATION/FOLLOW-UP**

None required.

**V      ATTACHMENTS**

Bid Results Sheet



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

ORDER 18-23-05-02H

In the Matter of Accepting a Bid and  
Awarding Contract #18-C-0032 for the  
Administration Building Chiller Replacement  
Project

WHEREAS, Homes for Good future administrative building currently has a failing, cooling system.

WHEREAS, current tenants in the building, including a medical provider, necessitate cooling in this building prior to summer.

WHEREAS, Homes for Good Housing Agency followed emergency procurement process as allowed for in ORS 279B.080 Emergency procurements, to select a contractor to allow work to begin immediately as proceeding under a formal procurement process would delay the project beyond the summer. If the work is not started immediately, the Agency could be in violation of its landlord obligations under its lease and the interior space of the building would be unworkable for the medical office tenant.

WHEREAS, Homes for Good Housing Agency, consistent with ORS 279B.080, ensured competition for a contract for the emergency work that is reasonable and appropriate under the circumstances by sending Request for Bids was sent to six (6) contractors targeted for this type of work and received two bids.

WHEREAS, Homes for Good Housing Agency, at a duly publicized time and place on May 8, 2018, Kurt von der Ehe of the Homes for Good Housing Agency, opened bids on the following project: Contract #18-C-0032 for the Administration Building Chiller Replacement Project.

WHEREAS, Funds are available to finance the project, and the Executive Director having so recommended,

NOW IT IS THEREFORE ORDERED THAT: to authorize the Executive Director or Deputy Director to enter into a Construction Contract with S2 Industrial, Inc. for the Administration Building Chiller Replacement Project in the amount of \$172,747.00. The contractor shall present a valid signed contract with payment and performance securities and shall satisfactorily complete all work within the specified contract time.

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

---

Chair, Homes for Good Board of Commissioners



# AGENDA CHECKLIST

## AGENDA INFORMATION TO BE SUBMITTED TO THE BOARD OFFICE

(Aisha McCoy, Administrative Specialist ext 2525)

### 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**

AGENDA TITLE: In the Matter of Administrative Building Chiller Reimbursement Resolution

DEPARTMENT	<i>Department</i>		
CONTACT	<i>Valerie Warner</i>	EXT	<i>2503</i>
PRESENTER	<i>Valerie Warner</i>	EXT	<i>2503</i>

AGENDA DATE: *05/23/2018*

### THIS ITEM WILL INVOLVE:

☐ Consent Calendar

☒ ORDER/Resolution

☐ Ordinance/Public Hearing

Public Comment Anticipated?

☐ Report

☐ Discussion & Action

☐ Yes ☐ No

☐ Appointments

☐ Discussion Only

☐ Committee Reports

Estimated Time 5 min

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

Executive Director/: *Jacob Fox*

Date *05/14/2018*

Deputy Director

Legal Staff-Review by:

Date

\*if required

Management Staff-

Date

Review by:



177 Day Island Rd., Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411  
300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875

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



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

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

**FROM:** Valerie Warner, Deputy Director

**AGENDA ITEM TITLE:** In the Matter of Approving a Reimbursement Resolution for New Chiller at Homes for Good's New Administrative Building

**AGENDA DATE:** May 23, 2018

### **I. ISSUE**

Administrative Building Chiller Project Reimbursement Resolution

### **II. DISCUSSION**

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

In September 2017, Homes for Good completed the purchase of the building at 100 W. 13th Avenue in Eugene. This building is intended to be the new Administrative Building for the entirety of the Homes for Good staff. Currently, the building houses commercial tenants. Upon taking possession of the building Homes for Good became aware of a defective Chiller system which, if not addressed, would fail to provide air conditioning to the tenants this summer. The Homes for Good Capital Projects team initiated a project to address the issue.

After it was identified that the chiller system had functionally failed, the Agency consulted with (3) different HVAC firms to determine the scale of the project as well as to determine alternative methods of repair and/or replacement of faulty system. Based on information received from qualified professionals it was discovered that a large percentage of the system was non-repairable. To determine the best route of cost feasibility of installation of a new system, staff contacted (4) engineering firms. Of those firms, only (1) was responsive and available to consult on the project. Homes for Good then entered a professional services contract with Systems West Engineering to develop a scope of work.

Through this collaboration it was determined that the best course of action would be to install a new system that would be located on the roof of the administration building -- as opposed to the current location within the building that currently houses the failed system. The primary component of selecting this build design is the location of

the existing system is inaccessible due to the section of the building being constructed after the system was put into place. An RFP was developed and issued on April 16, 2018 and competitive bids were opened on May 8, 2018. A Notice to Proceed is expected to be issued on May 28, 2018. The time for completion will be (78) calendar days from that date. Permit fees developed are estimated to be \$714.68. A detailed project schedule is currently being developed.

Financing of this project will be done by borrowing additional funds on our existing Master Lease with PNC bank.

Although staff has found a way to provide temporary air conditioning to the tenants with non-venting room air conditioners, we are still intending to proceed with this project as quickly as possible. Because of this, it is possible that some project costs will occur prior to the financing transaction being completed.

Homes for Good would like to reimburse ourselves for any costs incurred prior to the loan proceeds being available, to the extent possible. The Reimbursement Resolution will enable us to reimburse ourselves for costs incurred up to 60 days prior to adoption of the resolution. This type of board action is typical for capital projects, as it is often the case that certain costs are incurred prior to the financing. The reimbursable costs are expected to be approximately \$9,000. Those early costs would not be recoverable without this action.

B. Recommendation

Pass the motion to approve reimbursement resolution

**IV. IMPLEMENTATION/FOLLOW-UP**

None Required

**V. ATTACHMENTS**

Board Order

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

ORDER 18-23-05-03H

In the Matter of Approving a Reimbursement  
Resolution for New Chiller at Homes for  
Good's New Administrative Building

WHEREAS, Housing Authority And Community Services Agency of Lane County, dba Homes for Good Housing Agency, has undertaken a project to replace the Chiller, a component of the heating/cooling system at the future Administrative Building, and,

WHEREAS, Housing Authority And Community Services Agency of Lane County, dba Homes for Good Housing Agency has requested proposals from qualified contractors to install the equipment, and,

WHEREAS, Housing Authority And Community Services Agency of Lane County, dba Homes for Good Housing Agency desires to complete this project as soon as possible, and,

WHEREAS, Housing Authority And Community Services Agency of Lane County, dba Homes for Good Housing Agency is in the process of finalizing taxable financing for the project with PNC, on the Master Lease put in place for another project, and,

WHEREAS, Housing Authority And Community Services Agency of Lane County, dba Homes for Good Housing Agency reasonably expects to reimburse itself for certain original expenditure(s) with the proceeds of the taxable financing;

NOW IT IS THEREFORE ORDERED THAT:, The original expenditures have been or will be made from Housing Authority And Community Services Agency of Lane County, dba Homes For Good's general operating account. The maximum principal amount of the obligations expected to be issued for the project is \$200,000 of which no more than \$9,000 is expected to be used to reimburse for prior expenditures. Those prior expenditures will include engineering costs. This resolution is being adopted on or before, or not later than 60 days after the date on which the original expenditures to be reimbursed will or have been paid. This resolution is intended to be a declaration of official intent within the meaning of Treasury regulations Section 1.150-2. Housing Authority And Community Services Agency of Lane County, dba Homes for Good shall reimburse itself from the taxable loan proceeds for Administrative Building Chiller project costs previously incurred to the extent allowable.

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

---

Chair, Homes for Good Board of Commissioners



# AGENDA CHECKLIST

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

**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**

AGENDA TITLE: In the Matter of Authorizing the Executive Director to Apply for Assistance from the Federal Home Loan Bank of Des Moines Competitive Affordable Housing Program for the Housing First Apartment Community in Eugene, Oregon

DEPARTMENT	<i>Department</i>		
CONTACT	<i>Steve Ochs</i>	EXT	<i>2530</i>
PRESENTER	<i>Steve Ochs</i>	EXT	<i>2530</i>

AGENDA DATE: **05/23/2018**

**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 **05/16/2018**

Deputy Director

Legal Staff-Review by: Date

\*if required

Management Staff- Date

Review by:





177 Day Island Rd., Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411  
300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875

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



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

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

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

**AGENDA ITEM TITLE:** In the Matter of Authorizing the Executive Director to Apply for Assistance from the Federal Home Loan Bank of Des Moines Competitive Affordable Housing Program for the Housing First Apartment Community in Eugene, Oregon

**AGENDA DATE:** May 23, 2018

### **I MOTION:**

That the Executive Director or Deputy Director is authorized to apply for assistance from the Federal Home Loan Bank of Des Moines Competitive Affordable Housing Program for the Housing First Apartment Community on Martin Luther King Jr Boulevard in Eugene, Oregon.

### **II ISSUE:**

A community partnership has been formed to identify, engage, house and support Lane County residents that have been homeless the longest and use the most community resources.

The Federal Home Loan Bank of Des Moines announced the availability of funds through their annual Competitive Affordable Housing Program. This program encourages partnerships between their member financial institutions and local housing providers to secure grant funds for affordable housing projects. The funding maximum per project is \$750,000 and the application is due May 31, 2018.

### **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.

A partnership was formed to do initial work on such a project. In July 2017 Lane County, Homes for Good Housing Agency and St. Vincent DePaul provided a report to the Poverty and Homelessness

Board Executive Committee which included initial project work that had been done on this project. The team worked with Bergsund Delaney Architects and Meili Construction to design and price a Housing First Building located next to the Lane County Behavioral Health building on Martin Luther King Jr Boulevard.

The project 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 Low-Income Housing Tax Credits (LIHTC), State GHAP funds, as well as Systems Development Charge credits from the City of Eugene and other private and public funds. Lane County would need to provide operating subsidies for the project due to the cost associated with the 24/7 staffing necessary to manage this fragile population. The Federal Home Loan Bank of Des Moines Competitive Affordable Housing Program grant is seen as an opportunity to bring funding to the project that would be specific to helping homeless persons, which is a priority in this community.

**B. Recommendation**

Approval of the attached order is necessary to allow Homes for Good Housing Agency to apply for the Federal Home Loan Bank of Des Moines Competitive Affordable Housing Program grant.

**C. Timing**

Federal Home Loan Bank of Des Moines Competitive Affordable Housing Program grant application is due to Federal Home Loan Bank of Des Moines on May 31, 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, OREGON

ORDER 18-23-05-04H

**In the Matter of Authorizing the Executive  
Director to Apply for Assistance from the  
Federal Home Loan Bank of Des Moines  
Competitive Affordable Housing Program 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 Federal Home Loan Bank of Des Moines to provide funding for units specifically set aside for homeless individuals.

**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 Deputy Director is authorized to apply for funding from the Federal Home Loan Bank of Des Moines for the Housing First Apartment Community for the chronically homeless, located on Martin Luther King Jr Boulevard in Eugene Oregon;

Homes for Good Housing Agency will accept the responsibilities and requirements of the grant funds that are requested through the Federal Home Loan Bank of Des Moines Affordable Housing Program;

That the Executive Director or Deputy Director is authorized to execute the program and legal documents associated with accepting the tax credit and grant programs;

That the Executive Director, Deputy Director or Real Estate Development Director is authorized to release project information to Federal Home Loan Bank of Des Moines from the financial partners listed in the application and authorizes Federal Home Loan Bank of Des Moines to verify any application information as required to complete its due diligence; and

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

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

---

Chair, Homes for Good Board of Commissioners