



177 Day Island Rd., Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411  
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## **HOMES FOR GOOD HOUSING AGENCY**

### **BOARD OF COMMISSIONERS MEETING WEDNESDAY, JANUARY 30<sup>TH</sup>, 2019**

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- X. PRESENTATION – HOME FOR GOOD INTRODUCTION

# 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, January 30<sup>th</sup>, 2019

(1:30 p.m.) (Board of County Commissioners Conference Room)

#### PUBLIC HEARING (CM/GC)

This public hearing is being held regarding the Joint Order of the Homes for Good Board of Commissioners and Local Contract Review Board's adoption of a Construction Manager/General Contractor (CM/GC) alternative contracting method exemption for construction of the Office Renovation Project at 100 W. 13<sup>th</sup> Ave in Eugene, Oregon.

#### 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

- A. Introduction and Welcome of New Board Commissioners Heather Buch and Joe Berney
- B. Election of New Board Chair & Announcement of Vice Chair

#### 5. EMERGENCY BUSINESS

#### 6. EXECUTIVE SESSION I – estimated time 15 minutes

On January 30<sup>th</sup>, 2019, the Homes for Good Board will hold an executive session pursuant to ORS 192.660(2)(f), "To discuss information or records that are exempt by law from public inspection, specifically advice from our legal counsel regarding employment matters."

#### 7. ADMINISTRATION

- A. Approval of Minutes: 12/19/2018
- B. Executive Director Report (estimated time 15 minutes)
- C. **Order/19-30-01-01H** – In the Matter of Approving Contract 19-C-0031 (Construction Management/General Contractor Services) for the renovation of the New Administrative Building. (Nora Cronin, Project Developer) (estimated time 10 minutes)

- D. **Order/19-30-01-02H** – In the Matter of Approving the Submission of the Significant Amendment to the October 1, 2018 Annual Agency Plan. (Alli Schwartz, Real Estate Specialist) (estimated time 10 minutes)
- E. **Order/19-30-01-03H** – In the Matter of Updating the Housing Choice Voucher Administrative Plan (HCV Admin Plan) Local Preference Language (Wakan Alferes, Director of Resident Services) (estimated time 10 minutes)
- F. **Order/19-30-01-04H** – In the Matter of Approving the Richardson Bridge Operating Budget (Steve Ochs, Real Estate Development Director) (estimated time 10 minutes)
- G. **Order/19-30-01-05H** – In the Matter of Authorizing the Executive Director to Accept Housing Improvement Plan Grant funds from Lane County for Legion Cottages Tiny Homes project in Cottage Grove Oregon. (Steve Ochs, Real Estate Development Director) (estimated time 10 minutes)
- H. **DISCUSSION** – In the Matter of Discussion of a Contingency Plan Regarding the Federal Government Shut Down. (Jacob Fox, Executive Director) (estimated time 15 minutes)
- I. **PRESENTATION** – Introduction to Homes for Good (Jacob Fox, Executive Director) (estimated time 20 minutes)

## **8. OTHER BUSINESS**

Adjourn

## 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, December 19<sup>th</sup>, 2018

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

#### **PUBLIC HEARING (HOMES FOR GOOD ANNUAL AGENCY PLAN)**

Public Comment on Proposed Significant Amendment to the Annual Agency Plan for Fiscal Year effective October 1, 2018 (Changes to the Public Housing Admissions and Continued Policy – ACOP)

No Public Comment

#### **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.)

No Public Comment

#### **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**

*Pat Farr not in attendance, excused*

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

None

#### **6. ADMINISTRATION**

A. Approval of Minutes: 12/19/2018

Motion to approve minutes: Sid Leiken

Motion seconded: Gary Williams

Motion approved 6/0 with Pat Farr being excused

## B. Homes for Good Staff Recognition & Introductions to the Board

**Jacob Fox:** Introduces Homes for Good staff who were awarded Staff Excellence Awards from the third and fourth quarter.

**Jacob Fox:** Introduces Excellence Awards Winner March Hashagen to the board.

**Jacob:** Marc is running a ductless heat pump conversion at 14 Pines. Marc juggles both contractors and residents. The residents in the community really appreciate Marc's work.

**Steve Jole:** Marc is very organized and it was a huge job pulling it off.

**Marc Hashagen:** I have enjoyed my 9 years at Homes for Good and helping people. Public Housing is very important. These projects are challenging but I have thoroughly enjoyed my time here.

**Beth Ochs:** Introduces Travis Baker, Rent Liaison. He was the first person to hold this position. He bridges the gap between landlords and tenants to improve the experience of residents. He provides community outreach and education. He participates with the Rental Owners Association. Through his work, we increased our inspection test rate and increased our success rate by 43% when our goal was 5%.

**Jacob:** Travis is building a lot of goodwill with our landlords. We have over 700 landlords. I am so grateful we could put this position together. I have observed Travis's customer service and he is really good at deescalating situations as well.

**Travis:** I really enjoy working at Homes for Good for our innovations. We are going to see things grow more and more as we see Homes for Good grow.

**Jacob:** Introduces Employee of the Year Matthew (Matty) Arena

**Dave Akins:** Matty has worked on Riverview Terrace by 24 units a day. Matt took the reins on that project around REAC prep, and the roof project (safety, training). I also wanted to share I have no problem with him filling in for me in my absence. He is very thorough in his approach and willingness to step out of the box and taking on new projects. Matty started as a painter. We work on many projects. Matty is always willing to learn new trade skills. What I am most impressed with is his compassion with coworkers and tenants and always being able to look at the positives in difficult situations. He has encouraged me to look at things differently.

**Steve Jole:** Matty volunteered for a new opportunity to be an energy inspector. It was an intense 2-week program that Matty completed.

**Matty:** I have worked at Homes for Good for 9 years. My life at Homes for Good has been great for the last few years. I am blessed to have the opportunity for the in-house training. Most of my 8 years I have been fixing things and now I am enjoying having the opportunity to help people get heat and energy upgrades.

## C. Executive Director Report

- **Jacob Fox:** We have been working on the planning for the new admin building. We have been working on cost, where teams will be located, etc. We will update the board more in the coming months. We are also working on streamlining our process for better customer service. I was briefed by Governor Brown about housing funding. We have seen progress with the response to the back log of Environmental Reviews they have to complete for our projects.

- We also received recognition from the IT Apprenticeship Program with Lane Workforce Partnership.
- We had a wonderful holiday celebration. A highlight was Matty winning the Employee of the Year.
- Over the next 6 months will be building a new strategic plan. A large part of that plan will be working on equity and inclusion.

**Char Reavis:** I had a question about the new building. Do you have an idea of the design at this time?

**Jacob:** Right now, we are working on test fits and mapping where the staff will be on the floorplan

**Char:** Has staff been okay about the proposed changes in seating?

**Jacob:** There were concerns about the open office environment, but we have worked with staff to provide them more knowledge about what it would be like via tours through other open office environments, meetings, etc. I believe we are moving this process through as thoughtful as we can.

D. **Order/18-19-12-01H** – In the Matter of Authorizing the Executive Director to Apply for 4% Low Income Housing Tax Credits and Lottery Backed Bonds for Preservation for the RAD phase II projects. (Spencer McCoy, Project Developer)

**Spencer McCoy:** Last month we asked for permission for apply for Home Funds. This order is for permission to apply for the 4% and OCHS is opening a new opportunity for a 4% GAAP NOFA. These are for both the Taney and S67th site.

**Sid Leiken:** With the recent interest rate increase would that affect this funding?

**Spencer:** The 4% tax credits would be affected.

**Sid:** I just wanted to know how these changes may affect this.

**Spencer:** We have built in some conservative assumptions for the tax rate.

Motion to approve: Sid Leiken

Motion seconded: Michelle Thurston

Motion approved unanimously 6/0 with Pat Farr being excused

E. **ORDER 18-19-12-02H** – In the Matter of Authorizing the Execution of a Ground and Building Rooftop Lease Agreement with Verizon Wireless for the Purposes of Installation, Operation and Maintenance of Communications Equipment (Jacob Fox, Executive Director)

**Jacob Fox:** One of the things we have been working on is the financial health of the public housing portfolio. We are working to grow resident services and the revenue from this project could help support this program growth. This could offer resources to buy food, provide medical services for those living in the building, etc. Late last year, HUD guidance came out regarding this type of project. This order will get us in compliance with new HUD guidelines for this type of project.

**Michele Thurston:** Are residents aware there is going to be a cell tower?

**Jacob:** Yes, we will be informing the residents on this project.

**Michelle:** Do you expect dissention?

**Jacob:** Yes

**Gary Williams:** I think this is a great idea. I have had experience in this area. This is a great area for growing and income stream.

**Jacob:** We understand the concern. The way it is being built, there isn't any danger for this project.

**Michelle:** Is Homes for Good prepared for the push back and conspiracy theories regarding the cell tower.

**Jacob:** The benefits will far outweigh the criticism of this project.

**Char Reavis:** I suggest some sort of discussion in RAB with some examples of projects such as these being safe.

**Pete Sorensen:** It would be helpful to have data to support the types of towers there are to give clearer evidence of what actually is being installed regarding impact of radiation as there are many types of towers. I would encourage us to look at what the EU is saying about the regulation about cell phone towers to minimize any possible impact to concerns about health.

**Jay Bozievich:** There will be some people that there will be no convincing that this is safe. This is an emotional issue for some no matter how much science is behind it. Clearly explaining this project is going to be a benefit to the residents and to do some research on the different types of neighborhoods that cell towers are located.

**Pete:** Scientists and data from scientists would be helpful. I assume that this project will be in compliance with regulatory agencies. If we can say that we are in compliance with other regulatory agencies in areas that we are not beholden to as an extra step to prove safety and an additional level of safety to present to residents.

**Michelle:** When will this take place.

**Jacob:** It will be in 2019. A specific date hasn't been determined.

**Char:** Maybe we can have a meeting in their community room.

**Jacob:** I will speak with Wakan and discuss this further.

Motion to approve: Sid Leiken

Motion seconded: Michelle Thurston

Motion approved unanimously 6/0 with Pat Farr being excused

F. **ORDER 18-19-12-03H**— In the Matter of Authorizing a Loan from Homes for Good Housing Agency to MD Commons LLC (Steve Ochs, Real Estate Development Director)

**Steve Ochs:** We are getting close to closing this project. This last step came up with closing the finance. Because of the cost of financing, we currently have a note to close this portion. This includes the first-floor commercial space and parking spaces. It turned out the appraisal of the commercial space, Wells Fargo found it exceeded the limits. Now the condo will not be formed until the building

is up, then Obie will pay. There is currently a \$300K gap that needs closing. Homes for Good will be receiving \$600K in reimbursables and we will loan \$300k of that back for the gap. Then we will get the \$300K loan back after the project is complete.

**Jacob:** This is the most complex affordable housing project in Lane County with the mixed commercial space included. The Obie team has been steadfast during this whole process. This is the banks just mitigating risk.

**Sid:** This is typical with working with financial institutions since the market crash. This project transformative and we should all be very proud of it. This project will probably do a lot for the downtown area for decades to come. I just want to say, "great job."

**Jay:** This is going to be the new norm, mixed-used buildings. I know this is tough, but we will see it more often. This is what makes for a livelier street scape with mixed use spaces.

**Pete:** 100 years ago, the economics of the property worked with residential space above businesses. What we are seeing is increasing awareness with the cost of transportation, police services, public utilities, energy services, more compact communities work better. Communities that do this more are further ahead financially. This is a great thing. I think this will be more of a trend and going to be a positive project.

**Michelle:** I appreciate how you have been able to explain this process throughout.

Motion to approve: Jay Bozievich

Motion seconded: Michelle Thurston

Motion approved unanimously 6/0 with Pat Farr being excused

## 7. 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)





Front of mind for me over the past month is the partial government shutdown that has now lasted over 30 days and we are receiving a large volume of questions from people with low incomes that are served by our programs and landlords that depend on us for rent payments and employees who depend on us for their paycheck.

From the outset of the shutdown Leadership at Homes for Good has been closely monitoring the government shutdown and the possible impacts for our programs and the people served by our programs. At this time, the government shutdown has not impacted our federal housing programs and if this situation changes we will communicate promptly by issuing statements and information to the community about the impact of the shutdown. We have received all of the expected funding from HUD for January so landlords have received their payments and our public and multi-family programs have received our operating subsidy. HUD has a short term contingency plan in place and they have assured us that we will receive all of our expected funding for February. We have not yet received this expected funding for February. HUD has also communicated that they do not have enough funding for March so if the shutdown continues we will need to have contingency plans in place to respond to a reduction of over \$1.85 million per month that we receive from HUD to fund programs and staff positions.

If the partial government shut down continues into late January we will prepare a letter for all of our clients and landlords that will go out on or around February 1st. While the partial government shutdown has not negatively impacted our core federally funded programs at this time, however, it has negatively impacted our Market District Commons project because HUD did not complete a required approval prior to the partial government shutdown. The closing of this \$16mm project is on hold until the partial government shutdown is over and HUD staff can complete the necessary review.



**THE COMMONS ON MLK**

In other news we are delighted to report that we received \$750,000 from Lane County's Housing Improvement Plan to address the housing crisis in Lane County. Five hundred thousand dollars was awarded to us for The Commons on MLK in Eugene, which will serve chronically homeless individuals. Two hundred and fifty thousand dollars was awarded to us for the Legion Cottages Project in Cottage Grove, which will serve veterans experiencing homelessness in that community. The Legion Cottages Project will be a pilot project that allows Homes for Good to test the replication potential of this housing model as a solution to assist rural communities expand affordable housing opportunities. We are grateful for this support from Lane County to move the dial on the affordable housing crisis in Lane County.



# 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 19-C-0031 (Construction Management/General Contractor Services) for the renovation of the New Administrative Building.

**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	Real Estate Development		
CONTACT	<b>Nora Cronin, Project Developer</b>	E X T	<b>2521</b>
PRESENTER	<b>Nora Cronin Project Developer</b>	E X T	<b>2521</b>

AGENDA DATE: **01/30/2019**

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 checked="" 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 **01/22 /2019**

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 19-C-0031 (Construction Management/General Contractor Services) for the renovation of the new Admin Building

**AGENDA DATE:** January 30, 2019

### **I MOTION**

It is moved that the Agency is authorized to award contract 19-C-0031 (Construction Management/General Contractor Services) to Chambers Construction for the renovation of the new Admin Building.

### **II ISSUE**

Construction estimate, and pre-development work is commencing on the Admin Building office renovation project, necessitating the contract to be executed.

### **III DISCUSSION**

#### **A. Background**

In October 2017, Homes for Good purchased the property located at 100 W 13<sup>th</sup> Avenue in Eugene, Oregon to be used as the agency's new administrative building. The agency plans to consolidate both the Day Island and Fairview offices into this one facility. The building was constructed in 1959 as the Eugene public library and contains approximately 38,000 gross square feet over 3 levels.

In October 2018, Homes for Good issued a Request for Proposals (RFP) for Construction Management/General Contractor (CM/GC) Services. Two firms submitted proposals. The evaluation committee, consisting of four Homes for Good staff, evaluated all proposals based on the scoring criteria in the RFP. Both firms were invited for interviews. The evaluation committee recommended Chambers Construction be selected based on receiving the highest score overall.

Board approval is now requested to execute the contract for CM/GC services with Chambers Construction to renovate the new administrative building.

#### **B. Analysis**

The proposed Agreement would be similar to prior CM/GC contracts at Market District

Commons, Bascom Village Phase II, Roosevelt Crossings, Richardson Bridge, Willakenzie Townhouses, Laurel Gardens, Jacob's Lane, and Sheldon Village. It will:

- Set Pre-Construction Services costs at a \$30,900 maximum.
- Require a "Guaranteed Maximum Price" for the construction costs.
- Provide for a fixed fee for the CM/GC (4.0%) of the Guaranteed Maximum Price.

Spell out the bidding process that must be followed in the selection of the sub-contractors.

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**

DJC Posting

# HOMES FOR GOOD

## OFFICE RENOVATION PROJECT

### NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that Homes for Good (Agency) will hold joint public hearings of its Board and its Public Contract Review Board regarding adoption of a Construction Manager/General Contractor (CM/GC) alternative contracting method exemption for construction of the Office Renovation Project at 100 W. 13th Ave in Eugene, Oregon.

The hearing will be held on the 30th day of January 2019, at 1:30 p.m., at the Board of County Commissioners Conference Room, Public Service Building 125 East 8th Avenue, Eugene, Oregon. The Agency will receive public comment on the Board's draft findings supporting this alternative contracting method and exemption from competitive bidding requirements. The draft findings are available for review at Homes for Good, 177 Day Island, Eugene, Oregon. Questions, requests for the draft findings, and written comments may be directed to Steve Ochs, Real Estate Development Director at (541) 682-2530 or [sochs@homesforgood.org](mailto:sochs@homesforgood.org) prior to the hearing.

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

ORDER 19-30-01-01H

In the Matter of Approving Contract 19-C-0031  
(Construction Management/General Contractor  
Services) for the renovation of the new Admin  
Building

WHEREAS, Homes for Good Housing Agency has purchased the property located at 100 W 13<sup>th</sup> Avenue in Eugene, Oregon to be used as the agency's new administrative building;

WHEREAS, Homes for Good Housing Agency has need for Construction Management/General Contractor Services to carry out the renovation of the new administrative building.

NOW IT IS THEREFORE ORDERED THAT:

The Executive Director or Real Estate Development Director is authorized to enter into a Construction Management/General Contractor Services Contract with Chambers Construction.

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

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Chair, Homes for Good Board of Commissioners



# AGENDA CHECKLIST

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

In the Matter of Approving the Submission of the Significant Amendment to the October 1, 2018 Annual Agency Plan

**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>Property Management</b>		
CONTACT	<b>Alli Schwartz, Real Estate Specialist</b>	E X T	<b>2573</b>
PRESENTER	<b>Alli Schwartz, Real Estate Specialist</b>	E X T	<b>2573</b>

AGENDA DATE: **01/30/2019**

**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 checked="" 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 **01/22 /2019**

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

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

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

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

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





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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:** Jacob Fox, Executive Director

**AGENDA ITEM TITLE:** In the Matter of Approving the Submission of the Significant Amendment to the Annual Agency Plan for the October 1, 2018 Fiscal Year.

**AGENDA DATE:** January 30, 2019

### **I MOTION**

It is moved that the order be adopted approving the submission of the significant amendment to the Annual Agency Plan for the fiscal year beginning October 1, 2018.

### **II ISSUE**

A significant amendment to the Annual Agency Plan requires Board approval and certification that the Agency has complied with the applicable requirements listed on the certification form.

### **III DISCUSSION**

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

The Agency is required by Section 511 of the Quality Housing and Work Responsibility Act of 1998 (and ensuing HUD requirements) to submit a 5-Year and Annual Plan to HUD.

This year the Agency is only required to submit an Annual Plan because the 5-Year Plan was submitted in 2014 for FY 2015-2019. The Agency is proposing a significant amendment to the FY 2019 Annual Plan. As in previous years, the focus of the Plan is to identify the programs and services provided under the Public Housing and Section 8 Tenant Based Assistance Programs and to allow public access and comment on those programs and services. The Work Responsibility Act requires that Housing Authorities work with their Public Housing Resident Advisory Boards (RAB) on the planning and development of the Plan. In order to meet this requirement, the Agency met with the Resident Advisory Board twice in the fall of this year. The RAB was presented with various components of the Plan at these meetings.

The Act also requires that the Agency's Plan is consistent with the Consolidated Plan (an inter-jurisdictional effort designed to address the needs of the community). The Agency's Plan coordinates and addresses many of the needs outlined in the Consolidated Plan, such as, increasing affordable rental housing, conserving and improving existing affordable housing, and increasing homeownership opportunities.



HUD requires that Housing Authorities provide public notice of a 45-day comment period and a Public Hearing on the proposed plan. The Agency has met this requirement through public advertisement, resident meetings, and a Public Hearing. Throughout the comment period, the Plan and essential supporting documents have been available for public viewing on the website, at both Agency administration buildings, and at each Public Housing development site. A Public Hearing was held at the beginning of the Homes for Good Board of Commissioners meeting on December 19, 2018. No comments about the proposed plan were received during the comment period or at the Public Hearing.

The Agency is hoping to submit the Plan electronically to HUD no later than February 1, 2019. Along with the electronic submission, the Agency is required to submit to HUD the Board Certification in a HUD prescribed format.

B. Recommendation

In order to receive subsequent HUD funding, the Agency Annual Plan and the related certification must be submitted to HUD. Approval of the proposed motion is recommended.

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

A copy of the PHA Certifications of Compliance with PHA Plans and Related Regulations form must be filled out and signed by the Chair.

Upon approval by the Board, the Executive Director will direct staff to submit the significant amendment to the Annual Plan to HUD.

#### **V ATTACHMENTS**

- A. A copy of the 2018-2019 Annual Agency Plan is attached.
- B. A copy of the Public Comment Advertisement is attached.
- C. A blank copy of the Certification of Compliance with PHA Plans and Related Regulations is attached.
- D. A copy of the Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan, signed by the Eugene city manager, is attached.



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# 5 Year Plan for Fiscal Years 2015-2019 Annual Plan for Fiscal Year 2019 Significant Amendment for Fiscal Year 2019

## **Homes for Good Housing Agency**

177 Day Island Road  
Eugene, OR 97401

### **Public Hearing**

Wednesday, December 19, 2018  
2:30 p.m.

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

### **Written Comments**

Due January 3, 2019  
Contact: Alli Schwartz  
[aschwartz@homesforgood.org](mailto:aschwartz@homesforgood.org)  
(541) 682-2573

If you are in need of a reasonable accommodation in regard to this meeting or this plan, please contact Alli Schwartz at the phone number or email address above, at least 24 hours prior to the meeting time.

# **EXECUTIVE SUMMARY**

## **NOVEMBER 11, 2018**

The Agency is required by Section 511 of the Quality Housing and Work Responsibility Act of 1998 (and ensuing HUD requirements) to submit a 5-Year and Annual Plan to HUD. This year the Agency was only required to submit an Annual Plan covering FY 2019, which began October 1<sup>st</sup>, 2018 and ends September 30<sup>th</sup>, 2019. A significant amendment is being proposed to go into effect midway through the FY 2019, going into effect April 1<sup>st</sup>, 2019 and ending September 30<sup>th</sup>, 2019.

As in previous years, the focus of the Plan is to identify the programs and services provided under the Public Housing (PH) and Section 8 Tenant Based Assistance Programs and to allow public access and comment on those programs and services. The Work Responsibility Act requires that housing authorities work with their Public Housing Resident Advisory Boards (RAB) on the planning and development of the Plan. In order to meet this requirement, the Agency began meeting with the RAB in October 2018.

This booklet contains the following components which are all part of the required submission to HUD.

Section I PHA Annual Plan Update HUD form 50075-HP

Section II Attachments and Appendices supporting HUD form 50075-HP

Supporting Documentation has been updated as needed and the updates have been summarized in the attachments & appendices. The Supporting Documentation, along with this booklet, are available for inspection at both the Day Island and Fairview administration offices, and by contacting the resident commissioners who each have a notebook containing all supporting documents. Supporting Documents include, among other things, the current Section 8 Administrative Plan, Public Housing Admissions and Continued Occupancy Policies (ACOP), flat rent methodology and schedule, Agency Budgets, Public Housing Maintenance Plan, and the Agency Audit.

In January 2018, the Agency changed names from Housing and Community Services Agency of Lane County (HACSA) to Homes for Good Housing Agency (Homes for Good). Due to the production dates of various documents, both names may appear in this plan.

### Public Notice –

The 45-day comment period required by the regulations began November 11, 2018 and ends January 3<sup>rd</sup>, 2019. During this comment period, on December 19<sup>th</sup>, 2018, the Agency will hold a public hearing to address questions and comments on the Plan. Following the comment period, the Agency will submit the Plan to the Homes for Good Board of Commissioners for approval, followed by electronic submission to HUD no later than February 1<sup>st</sup>, 2019.

**SECTION I**  
**PHA Annual Plan Update**

**HUD Form 50075-HP**

<b>Streamlined Annual PHA Plan</b> <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p> <b>PHA Name:</b> <u>Homes for Good Housing Agency</u>      <b>PHA Code:</b> <u>OR006</u>  <b>PHA Type:</b>   <input type="checkbox"/> Small   <input checked="" type="checkbox"/> High Performer  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>10/2018</u>  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> <u>695</u>    <b>Number of Housing Choice Vouchers (HCVs)</b> <u>3065</u>  <b>Total Combined</b> <u>3760</u>  <b>PHA Plan Submission Type:</b>   <input type="checkbox"/> Annual Submission      <input checked="" type="checkbox"/> Revised Annual Submission         </p> <p> <b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.         </p> <p> <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)         </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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Lead PHA:																											

<b>B.</b>	<b>Annual Plan Elements</b>
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last <b>Annual PHA Plan</b> submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p><b>Please see Attachment 1: Deconcentration Policy (NO SIGNIFICANT AMENDMENT)</b></p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p> <p><b>Please see Attachment 2: Revision of PHA Plan Elements</b> (significant amendment to the ACOP only, all others already reviewed and approved)</p>
<b>B.2</b>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p><b>Please see Attachment 3: PHA Plan New Activities (NO SIGNIFICANT AMENDMENT)</b></p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>
<b>B.3</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p><b>Please see Attachment 4: Progress Report (NO SIGNIFICANT AMENDMENT)</b></p>

<b>B.4.</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p><b>Please see Attachment 5: 2016 FY Audit (NO SIGNIFICANT AMENDMENT)</b></p>
<b>Other Document and/or Certification Requirements.</b>	
<b>C.1</b>	<p><b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</b></p> <p><i>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.2</b>	<p><b>Civil Rights Certification.</b></p> <p><i>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.3</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<b>C.4</b>	<p><b>Certification by State or Local Officials.</b></p> <p><i>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>D Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).	
<b>D.1</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p><b>See HUD Form 50075.2 approved by HUD on August 9<sup>th</sup>, 2017 (NO SIGNIFICANT AMENDMENT)</b></p>

# Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

## A. PHA Information. All PHAs must complete this section.

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

## B. Annual Plan.

### B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

**Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(1\)](#)) and 24 CFR §903.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#)) and 24 CFR §903.12(b).

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

**Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

**Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. ([24 CFR §903.7\(d\)](#))

**Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#)) and 24 CFR §903.12(b).

**Safety and Crime Prevention (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

**Pet Policy.** Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

**Substantial Deviation.** PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

**Significant Amendment/Modification.** PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))



**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

**Hope VI.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**B.4 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 CFR §903.7(p))

#### C. Other Document and/or Certification Requirements

**C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

**C.2 Civil Rights Certification.** Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

**C.3 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**C.4 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

**D. Statement of Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

**D.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form 50075.2 approved by HUD on XX/XX/XXXX.”

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

**SECTION II**  
**PHA Annual Plan Update**

**Attachments & Appendices Supporting  
HUD Form 50075-HP**

# **TABLE OF CONTENTS FOR ATTACHMENTS & APPENDICES**

**Note: Attachments related to the significant amendment are in bold. All other attachments were approved during the 2019 Fiscal Year Annual Plan**

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# **ATTACHMENT 1: DECONCENTRATION POLICY**

(NO SIGNIFICANT AMENDMENT)

## **Deconcentration of Poverty and Income-Mixing [24 CFR 903.1 and 903.2]**

The PHA's admission policy must be designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects. A statement of the PHA's deconcentration policies must be included in its annual plan [24 CFR 903.7(b)].

The PHA's deconcentration policy must comply with its obligation to meet the income targeting requirement [24 CFR 903.2(c)(5)].

Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements: developments operated by a PHA with fewer than 100 public housing units; mixed population or developments designated specifically for elderly or disabled families; developments operated by a PHA with only one general occupancy development; developments approved for demolition or for conversion to tenant-based public housing; and developments approved for a mixed-finance plan using HOPE VI or public housing funds [24 CFR 903.2(b)].

## ***Steps for Implementation [24 CFR 903.2(c)(1)]***

To implement the statutory requirement to deconcentrate poverty and provide for income mixing in covered developments, the PHA must comply with the following steps:

**Step 1.** The PHA must determine the average income of all families residing in all the PHA's covered developments. The PHA may use the median income, instead of average income, provided that the PHA includes a written explanation in its annual plan justifying the use of median income.

### Homes for Good Policy

Homes for Good will determine the average income of all families in all covered developments on an annual basis.

**Step 2.** The PHA must determine the average income (or median income, if median income was used in Step 1) of all families residing in each covered development. In determining average income for each development, the PHA has the option of adjusting its income analysis for unit size in accordance with procedures prescribed by HUD.

### Homes for Good Policy

Homes for Good will determine the average income of all families residing in each covered development (not adjusting for unit size) on an annual basis.

**Step 3.** The PHA must then determine whether each of its covered developments falls above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income determined in Step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low-income family (federal poverty level or 30 percent of median income, whichever number is higher).

**Step 4.** The PHA with covered developments having average incomes outside the EIR must then determine whether or not these developments are consistent with its local goals and annual plan.

**Step 5.** Where the income profile for a covered development is not explained or justified in the annual plan submission, the PHA must include in its admission policy its specific policy to provide for deconcentration of poverty and income mixing.

Depending on local circumstances the PHA's deconcentration policy may include, but is not limited to the following:

- Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities
- Targeting investment and capital improvements toward developments with an average income below the EIR to encourage families with incomes above the EIR to accept units in those developments
- Establishing a preference for admission of working families in developments below the EIR
- Skipping a family on the waiting list to reach another family in an effort to further the goals of deconcentration
- Providing other strategies permitted by statute and determined by the PHA in consultation with the residents and the community through the annual plan process to be responsive to local needs and PHA strategic objectives

A family has the sole discretion whether to accept an offer of a unit made under the PHA's deconcentration policy. The PHA must not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the PHA's deconcentration policy [24 CFR 903.2(c)(4)].

If, at annual review, the average incomes at all general occupancy developments are within the EIR, the PHA will be considered to be in compliance with the deconcentration requirement and no further action is required.

#### Homes for Good Policy

For developments outside the EIR Homes for Good will take the following actions to provide for deconcentration of poverty and income mixing:

Existing features and adding incentives and marketing to attract higher income families to lower income developments, to include, but not be limited to:

Family choice annually between income-based and flat rent

Community collaborations

Self-sufficiency programs and partnerships

Rent incentive(s)

# **ATTACHMENT 2: REVISION OF PHA PLAN ELEMENTS**

## **STATEMENT OF HOUSING NEEDS AND STRATEGY FOR ADDRESSING HOUSING NEEDS**

See [Appendix A: Housing Needs & Strategy \(NO SIGNIFICANT AMENDMENT\)](#)

## **DECONCENTRATION AND OTHER POLICIES THAT GOVERN ELIGIBILITY, SELECTION, AND ADMISSIONS**

See [Appendix B: Admin Plan Modifications \(NO SIGNIFICANT AMENDMENT\)](#)

See [Appendix C: ACOP Modifications \(SIGNIFICANT AMENDMENT\)](#)

Deconcentration Update for Public Housing (NO SIGNIFICANT AMENDMENT):

Homes for Good has analyzed each of the Public Housing developments for concentrations of poverty, based on current records in February 2018. AMP 100 (Laurelwood Homes) and Pengra Court (part of AMP 200) were the only Public Housing complexes where the average resident incomes were below the Homes for Good Established Income Range (EIR) for Public Housing without an explanation that was acceptable to HUD staff.

Homes for Good will take the following actions to deconcentrate poverty:

### **At Pengra Court (part of AMP 200):**

1. Homes for Good will admit only families between the Very Low and Low Income ranges (50%-80% AMI) until we have met our deconcentration goals. This strategy was included in the 2017 Annual Plan.
2. Homes for Good will market the Family Self Sufficiency Program to current residents

### **At Laurelwood Homes (AMP 100):**

1. Homes for Good will market the Family Self Sufficiency Program to current residents

Feb 2018 Public Housing Deconcentration Analysis	Income by Property				# of HHs	0-30% AMI		30-50% AMI		50-80%AMI		80%+ AMI		Explanation; or 2018-2019 Income Mixing Measures
	Average	% EIR	Median	% EIR		#	%	#	%	#	%	#	%	
AMP 200 – McKenzie Village	\$ 15,927	91.5%	\$ 12,358	85.4%	170	111	65.3%	33	19.4%	21	12.4%	5	2.9%	Within EIR
AMP 200 – Pengra Court	\$ 13,929	80.1%	\$ 12,115	83.8%	22	14	63.6%	4	18.2%	4	18.2%	0	0.0%	<b>Measures:</b> <b>1. Limit admissions to Low Income (50%-80%AMI) households</b> <b>2. Promote Family Self Sufficiency Program.</b>
AMP 200 – Springfield Scattered Sites	\$ 23,569	135.5%	\$ 20,904	144.5%	15	5	33.3%	4	26.7%	5	33.3%	1	6.7%	Scattered Site: Deconcentrated by design
AMP 300 – Eugene Scattered Sites	\$ 19,407	111.5%	\$ 16,330	112.9%	83	52	62.7%	10	12.0%	20	24.1%	1	1.2%	Within EIR
AMP 300 – Maplewood Meadows	\$ 21,139	121.5%	\$ 20,890	144.4%	37	23	62.2%	3	8.1%	7	18.9%	4	10.8%	A few above-low-income families are skewing the results. % of VLI households is otherwise normal. HUD considers this explanation to be reasonable per email from Dan Esterling on 2/9/2018
AMP 500 – Veneta Scattered Sites	\$ 19,457	111.8%	\$ 17,285	119.5%	20	12	60.0%	4	20.0%	4	20.0%	0	0.0%	Scattered Site: Deconcentrated by design
AMP 100 – Laurelwood Homes	\$ 13,379	76.9%	\$ 12,996	89.9%	28	19	67.9%	7	25.0%	2	7.1%	0	0.0%	<b>Measures:</b> <b>1. Promote Family Self Sufficiency Program.</b>
Established Income Range (EIR) Upper Bound	\$ 20,008	115.0%	\$ 16,632	115.0%										
Overall Totals	\$ 17,398	100.0%	\$ 14,463	100.0%	375	236	62.9%	65	17.3%	63	16.8%	11	2.9%	
Established Income Range (EIR) Lower Bound	\$ 14,788	85.0%	\$ 12,294	85.0%										

## FINANCIAL RESOURCES

PROGRAM	BEGINNING RESERVE	FEDERAL REVENUE	RENT	INTEREST	OTHER	TOTAL
<b>Community Services</b>						
Fleet	\$ 156,200	\$ -	\$ -	\$ -	\$ 62,469	\$ 218,669
Madrone	(4,200)	435,333	-	-	-	431,133
Emergency Housing Assistance	(4,600)	10,000	-	-	-	5,400
Pay for Success	-	-	-	-	51,401	51,401
Weatherization Development	(203,012)	1,724,082	-	-	-	1,521,070
Asset Management	(1,686,684)	-	-	-	3,934,100	2,247,416
Corporate	303,900	-	-	-	281,756	585,656
ROSS	412,502	-	-	-	470,950	883,452
Family Self Sufficiency	(216,027)	82,268	-	-	-	(133,759)
Family Shelter House	-	312,632	-	-	-	312,632
Herran Center	31,981	-	12,000	-	-	43,981
Signpost House	551,565	-	257,544	-	-	809,109
Shelter Plus Care	15,800	-	95,830	-	400	112,030
Housing Plus	(389,910)	478,459	-	-	-	88,549
	(1,250)	-	-	-	3,000	1,750
	<b>(1,033,735)</b>	<b>3,042,774</b>	<b>365,374</b>	<b>-</b>	<b>4,804,076</b>	<b>7,178,489</b>
<b>Housing</b>						
Public Housing & COCC	2,188,707	1,902,694	2,108,041	-	1,675,960	7,875,402
Abbie Lane	354,258	160,000	88,000	-	1,400	603,658
Fourteen Pines	402,665	306,000	169,008	-	6,145	883,818
Village Oaks	(31,484)	109,012	314,200	-	4,400	396,128
Firwood	289,090	-	574,055	-	1,600	864,745
Camas Place	39,752	-	237,926	-	5,208	282,886
Norseman	310,583	-	291,564	-	7,013	609,160
Jacob's Lane	365,151	-	319,573	-	11,316	696,040
Laurel Gardens	217,944	-	203,243	-	5,140	426,327
Capital Fund	-	965,595	-	-	-	965,595
Walnut Park	182,281	-	210,821	-	4,575	397,677
The Orchards	95,237	-	171,264	-	2,000	268,501
Sheldon Village I	353,768	-	253,216	-	6,361	613,345
Sheldon Village II	256,922	-	201,628	-	5,808	464,358
	<b>5,024,874</b>	<b>3,443,301</b>	<b>5,142,539</b>	<b>-</b>	<b>1,736,926</b>	<b>15,347,640</b>
<b>Rental Assistance</b>						
Vouch&MR	2,232,407	18,366,185	-	-	-	18,366,185
	<b>2,232,407</b>	<b>18,366,185</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,366,185</b>
<b>TOTALS</b>	<b>\$ 6,223,546</b>	<b>\$ 24,852,260</b>	<b>\$ 5,507,913</b>	<b>\$ -</b>	<b>\$ 6,541,002</b>	<b>\$ 40,892,314</b>

\*BEGINNING RESERVE represents managements estimate of net resources as of the beginning of the fiscal year.



## **RENT DETERMINATION**

See Significant Amendment, Appendix C

## **HOMEOWNERSHIP PROGRAMS**

No Changes

## **SAFETY AND CRIME PREVENTION**

No Changes

## **PET POLICY**

No Changes

## **SUBSTANTIAL DEVIATION**

No Changes

## **SIGNIFICANT AMENDMENT/MODIFICATION**

See Appendix C

# **ATTACHMENT 3: PHA PLAN NEW ACTIVITIES**

## **HOPE VI OR CHOICE NEIGHBORHOODS**

No New Activities

## **MIXED FINANCE MODERNIZATION OR DEVELOPMENT**

No New Activities

## **DEMOLITION OR DEPOSITION**

(NO SIGNIFICANT AMENDMENT)

Homes for Good is evaluating the remaining public housing portfolio to determine if Demo/Disposition or a RAD conversion is appropriate. If it is determined to be appropriate, Homes for Good may submit a Demo/Dispo application for a portion or the remainder of its public housing portfolio but there is not yet a timeline for when such and application would occur.

## **CONVERSION OF PUBLIC HOUSING TO TENANT-BASED ASSISTANCE**

No New Activities

## **CONVERSION OF PUBLIC HOUSING TO PROJECT-BASED ASSISTANCE UNDER RAD**

(NO SIGNIFICANT AMENDMENT)

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing access to private sources of capital to repair and preserve its affordable housing assets. Homes for Good submitted applications for participation in the RAD program in November of 2013. Homes for Good plans to convert 112 of its scattered sites to Project Based Vouchers (PBV) and transfer assistance to new sites under the guidelines of PIH Notice 2012-32, REV-2 and any successor notices. Homes for Good received a RAD Portfolio Award for 112 units and a CHAP (Commitment to Enter into Housing Assistance Payments) award for 56 of those units in March of 2015. Homes for Good submitted a revised multi-phase application in May of 2016 which resulted in a new CHAP being issued in August of 2016 that will allow conversion of the units as follows:

AMP 200 Springfield Sites (Partial Conversion): AMP 200 OR000600200 includes 20 scattered site units. A multi-phase application was approved in August 2016 for the initial phase that converts 3 units of public housing, transfers the assistance to Richardson Bridge (an existing Homes for Good development), and disposes of the former PH units for affordable housing purposes. The sale of the scattered sites is in progress. The next phase will transfer the remaining 17 units to a new housing development. Application for the second phase will be made prior to July 1, 2018. The remaining units in AMP 200 will remain unchanged.

AMP 300, Eugene Scattered Sites (Partial Conversion): AMP 300 OR000600300 includes 92 scattered site units. A multi-phase application was approved in August 2016 for the initial phase that converts 9 units of public housing, transfers the assistance to Richardson Bridge (an existing Homes for Good development), and disposes of the former PH units for affordable housing purposes. The sale of the scattered sites is currently in progress. The next phase will transfer the remaining 83 units to a new development. Application for the second phase will be made prior to July 1, 2018. The remaining units in AMP 300 will remain unchanged.

Homes for Good is evaluating the remaining public housing portfolio to determine if RAD conversion is appropriate. If it is determined to be appropriate, Homes for Good may submit a RAD application for a portion or the remainder of its public housing portfolio.

## **PROJECT-BASED VOUCHERS**

(NO SIGNIFICANT AMENDMENT)

It is Homes for Good's intention to publish Request for Proposal(s) in 2018 in order to award Project Based Vouchers. Homes for Good received notification from the Director of Field Monitoring and Evaluation at HUD in December 2017 approving the issuance of up to 100 Project Based Vouchers for our PHA's jurisdiction. Homes for Good intends to utilize Project Based Vouchers to increase the availability of affordable housing stock in our community along with potentially increasing access to supportive services for families that we serve. In implementing the use of Project Based Vouchers Homes for Good will adhere to the Administrative Plan for; owner proposals, Housing Quality Standards, development and completion of Rehabilitated and Newly Constructed units, Housing Assistance Payment Contracts, selection of Project Based Program participants, occupancy of Project Based units, determining rents to owners and distributing payments to owners.

## **UNITS WITH APPROVED VACANCIES FOR MODERNIZATION**

No New Activities

## **OTHER CAPITAL GRANT PROGRAMS**

(NO SIGNIFICANT AMENDMENT)

Homes for Good applied for the Lead-Based Paint Capital Fund Program. Homes for Good is also evaluating the possibility of applying for Emergency Safety and Security Grants. The agency does not plan to apply for any other Capital Grants.

# **ATTACHMENT 4: PROGRESS REPORT**

(NO SIGNIFICANT AMENDMENT)

## **GOAL 1 OBJECTIVE: INCREASE THE NUMBER OF AFFORDABLE HOUSING UNITS.**

### Indicators:

- Build and/or purchase 180 housing units using a mix of local and federal funding.
- Maintain Public Housing vacancies at 3% or less.
- Increase voucher total as private landlords opt-out of their current contracts. Estimated increase is 20 – 50 vouchers.

**Update for FY 2019 Annual Plan** – Homes for Good is in the process of rehabilitating 32 units, and has applied for funding for an additional 50 units. The Rent Assistance Division expanded housing stock in our jurisdiction by allowing Shared Housing as an option under the Tenant Based Voucher Program. The agency currently has 3065 vouchers in total, including 2817 Tenant Based Vouchers, 236 VASH, and 12 RAD PBV. The overall vacancy rate for Public Housing during FY 2017 was 1.2%.

## **GOAL 2 OBJECTIVE: CONTINUE TO RECEIVE HIGH PERFORMER STATUS.**

### Indicators:

- Obligate all Capital Funds within 24 months of grant award.
- Expend all Capital Funds within 48 months of grant award.
- Comply with the financial reporting requirements of Asset Management.
- Comply with the new PHAS requirements (when published) to continue to receive high performer status.
- Submit all PHAS reports within required timelines.
- Meeting Capital Fund, financial reporting, and PHAS reporting requirements.

**Update for FY 2019 Annual Plan** – Homes for Good Capital Funds are being obligated and expended in compliance with HUD's deadlines. The agency received High Performer status for Public Housing in FY 2017, with a score of 95.

## **GOAL 3 OBJECTIVE: IMPROVE COMMUNITY QUALITY OF LIFE AND ECONOMIC VITALITY.**

### Indicators:

- Continue to encourage and promote resident involvement by maintaining the level of resident-elected Tenant Advisory Group (TAG) representation at the majority of Public and Assisted Housing complexes.
- Assist residents in maintaining Resident Newsletters at the majority of Public and Assisted Housing complexes.
- Annually monitor income levels by development to deconcentrate poverty. Bring higher income PH households into lower income developments and vice versa, if necessary.

- Continue giving preference to elderly/disabled applicants at Parkview Terrace, Veneta Villa, Cresview Villa, Riverview Terrace, McKenzie Village (one-bedroom units), Lindeborg Place, and Laurelwood Homes (one-bedroom units).

**Update for FY2019 Annual Plan** – The Resident Advisory Board (RAB, previously called the TAG) continues to be actively engaged in the annual plan process and has representatives from nine of the Public and Assisted Housing Complexes as well as two representatives from the Section 8 program. All complexes receive either a monthly or quarterly newsletter with resources and information related to their community. Elderly-disabled preferences remain the same as well as deconcentration strategy.

#### **GOAL 4 OBJECTIVE: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS.**

##### Indicators:

- Maintain a minimum enrollment of 135 families in the Family Self-Sufficiency (FSS) Program.
- Maintain a minimum representation of 15 community service agencies on the Family Self-Sufficiency Advisory Board.
- Promote the FSS Program within the Section 8 Program by presenting FSS information at a minimum of 50% of the new tenant briefings for new Section 8 participants.
- Continue the promotion of the FSS program through annual mailings of FSS informational brochures to all Section 8 and Public Housing residents.
- Assist a minimum of two FSS participants a year in purchasing a home.
- Assist a minimum of ten FSS participants in opening an Individual Development Account (IDA) for a down payment on a home.

**Update for FY2019 Annual Plan** – Homes for Good currently has 155 participants enrolled in the FSS program and there are 16 agencies on the FSS Advisory Board. A video about FSS is shown at every Section 8 briefing and brochures are mailed with annual review packets to Section 8 and Public Housing tenants. Four FSS families bought a home last year and we have 24 open IDA accounts.

#### **GOAL 5 OBJECTIVE: TO PROVIDE DECENT, SAFE AND SANITARY HOUSING FOR VERY LOW INCOME FAMILIES WHILE MAINTAINING THEIR RENT PAYMENTS AT AN AFFORDABLE LEVEL.**

##### Indicators:

- Review the payment standard yearly and monitor the private market rents so Section 8 families have a greater opportunity to rent outside of poverty areas and increase the supply of housing choices.
- Allow two person households to rent a zero bedroom unit (studio apartment) which allows greater housing opportunities for those households.
- The Section 8 Supervisor will perform quality control inspections of recently completed Housing Quality Standards (HQS) inspections to maintain, decent, safe, and sanitary housing for at least 34 families per year.
- Coordinate and transition privately subsidized families to the Section 8 Voucher Program.

**Update for FY 2019 Annual Plan** – In the past year, Homes for Good’s Landlord Liaison provided 4 Housing Quality Standards educational workshops to 42 landlords. Homes for Good’s Landlord Liaison will continue offering Housing Quality Standards educational workshops in FY19.

**GOAL 6 OBJECTIVE: TO PROMOTE A HOUSING PROGRAM THAT MAINTAINS QUALITY SERVICE AND INTEGRITY WHILE PROVIDING AN INCENTIVE TO PRIVATE PROPERTY OWNERS TO RENT TO VERY LOW INCOME FAMILIES.**

Indicators:

- Maintain a professional working relationship with landlords/owners in our community through education and seminars on the Section 8 program.
- A HACSA staff member serves on the board for the local Rental Owners Association.
- Monitor the payment standards and area rents on the private market to keep Section 8 families' portion of rent affordable and allow the Agency to serve the same number of families as in previous years.

**Update for FY 2019 Annual Plan** – Homes for Good's Landlord Liaison offered 7 Housing Choice Voucher educational workshops to 70 landlords. Homes for Good's Landlord Liaison will continue offering educational workshops to landlords in FY19.

Homes for Good partnered with Sheltercare's Housing Retention program to provide landlords education and resources to prevent eviction for at-risk tenants. Homes for Good will continue collaborating with the Housing Retention program in FY19.

Homes for Good's Landlord Liaison partnered with Lane County Behavioral Health Division to provide one educational workshop to 45 area supportive service providers specific to Housing Placement and Retention. Homes for Good's Landlord Liaison will continue offering educational opportunities to area supportive service providers through collaboration with Lane County Behavioral Health Division in FY19.

Implemented a no interest loan program for Section 8 deposit money in partnership with Community Lending Works. Beth Ochs continues to serve on the board of the Rental Owner's Association. Various staff members also attend the general monthly membership meeting.

**GOAL 7 OBJECTIVE: MAINTAIN SECTION 8 HOMEOWNERSHIP PROGRAM (WITH SUBSIDY ASSISTANCE)**

Indicators:

- Provide information to participants from our community partners about the availability of down payment assistance and accessible low interest loans.
- Keep Section 8 participants informed of the program through briefings and informational mailings when program reopens.

**Update for the FY 2019 Annual Plan** – Homes for Good is serving participants through the Section 8 Homeownership program. Two families bought houses in the past year and we continue to work with interested participants to refer them to NEDCO for homeownership education classes and the Family Self-Sufficiency Program to help them prepare for homeownership. Section 8 Housing Specialists are aware of the program and refer participants when appropriate.

# **ATTACHMENT 5: 2016 FY AUDIT**

(NO SIGNIFICANT AMENDMENT)

## **FINDING No. 2016-001 – CFDA 14.850 – PUBLIC HOUSING**

**Criteria or Specific Condition** – In the case where a Central Office Cost Center (COCC) chooses to centralize functions that directly support a project (e.g., central maintenance), it must charge each project using a fee-for-service approach, with the exception of charges for rent collections, resident services, security/protective services, waiting lists, and work-order processing (see section 7.10 of the Supplement to Handbook 7475.1). Each project must be charged for the actual services received and only to the extent that such amounts are reasonable. Guidance on fee reasonableness for centralized service fees is provided in Section 7.10 in the Supplement to HUD Handbook 7475.1. HUD considers any fees that are within HUD guidance to be reasonable. Public Housing Agencies (“PHAs”) are requested to consult with HUD regarding any fees that depart from HUD guidance and HUD will provide its view on the reasonableness of the fees. Any fees above the HUD guidelines that have not been approved by HUD need to be reviewed in detail to determine if the additional costs are justified by local conditions or other factors (24 CFR section 990.280(d)).

**Condition** – HACSA should conform to Financial Report Model No.1 PHAs under Asset Management with COCC as described in HUD Accounting Brief #16 and is required to use a fee-for-service approach for asset management costs incurred by PHAs. During the year ended September 30, 2016, HACSA used a mixed model of a fee-for-service and allocated overhead.

**Effect** – HACSA was not in compliance with HUD regulations with regards to the allocation of asset management costs for Public Housing for its interim reports.

**Cause** – In the prior year, HACSA was using only a fee-for-service approach for asset management costs for Public Housing while using allocated overhead for other programs. During the year ended September 30, 2016, HACSA’s overhead allocation computation from COCC to various programs other than Public Housing was revamped to reflect more accurate allocation ratios based on adequate cost drivers for various activities. During this process, it was an oversight to include Public Housing as part of this overhead allocation analysis.

**Recommendation** – We recommend overhead costs allocation analysis to be closely reviewed by the directors who have thorough understanding of the compliance requirements of the major federal programs.

**Response** – HACSA removed \$444,119 of overhead allocation charges from COCC to Public Housing as part of the year-end closing process. Going forward, the finance director and deputy director will closely review the analysis of overhead allocations to ensure compliance with HUD requirements for Public Housing. In May of 2017, HACSA engaged Casterline Associates P.C., a HUD expert, to review HACSA’s overhead allocation plan and to provide best practice recommendations.

# **APPENDIX A: HOUSING NEEDS & STRATEGY**

(NO SIGNIFICANT AMENDMENT)

The assessment of the impediments to fair housing and fair housing plan strategies, submitted by Homes for Good with its Annual PHA Plan for the Fiscal Year beginning October 1, 2015, was developed with input from the City of Eugene and the City of Springfield Consolidated plan 2015.

As a first step in this effort Homes for Good conducted an assessment of the impediments and barriers to fair housing as part of its Annual PHA Plan for the Fiscal Year beginning October 1, 2015. This was developed with input during the 2015 City of Eugene and the City of Springfield Consolidated planning process and consultation with many community partners. Its effectiveness is reviewed and measured and annually so that strategies can be adjusted as necessary. Through this work it was found that the two primary issues related to housing need are 1) The lack of affordable units and; 2) Significant barriers to providing equal access to units that are available.

## **Families with incomes below 30 percent of area median income (extremely low-income).**

Unless, otherwise noted, all information below is from the 2015 Eugene-Springfield Consolidated Plan. In Eugene-Springfield 44% of households in the plan area have extremely low, very low or low-moderate income. HUD provided numbers in the Consolidated plan indicated that 14.8% of total households were identified as extremely low income (less than 30% AMI) and 12.3% as low income (between 30 and 50% AMI). More households with children under age 6 (55%) and households with people over age 75 (54%) have low-incomes.

The 2015 Eugene-Springfield Consolidated Plan notes that housing costs in the Eugene-Springfield area have risen sharply over the past 25 years while incomes have risen slowly, forcing many households to pay more for housing than is affordable. Households paying more than 30% of household income are considered to have a 'housing cost burden'. A majority of the renters in Eugene (54%) and Springfield (51%) are considered housing cost burdened, while approximately a third of home-owners are also cost burdened (Eugene – 32%, Springfield – 33%). The elderly make up 15% of the very low income with a housing cost burden.

Low and very low-income people need increased access to quality affordable rental housing. There are a total of 31,055 low-income renter households in Eugene, and 7,335 in Springfield.

A significant majority of low-income renters experience a housing cost burden, overcrowding, and/or substandard housing conditions (Eugene – 78%, Springfield – 76%).

A significant majority of low-income renters spend more than 30% of their income on housing costs (Eugene – 76%, Springfield – 74%).

A large percentage of low-income renters spend more than 50% of their income on housing costs (Eugene – 51%, Springfield – 34%).

## **Elderly families and families with disabilities**

Elderly make up 13.9% (Renter) and 33.7% (Owner) of the total households with a severe housing cost burden by income. A severe housing cost burden indicates that over 50% of the income is spent on housing.



The Consolidated Plan also indicates that about 14% of population in the Cities of Eugene and Springfield lives with one or more disabilities (29,125 people). Persons with disabilities face a number of barriers related to mobility, transportation, housing, employment, and access to services. In addition, persons with disabilities report many instances of discrimination.

### **Households of various races and ethnic groups residing in the jurisdiction**

In most income categories, there are racial or ethnic groups which are experiencing a disproportionately greater need than the needs of the income category as a whole. For people with very low-incomes (30-50% MFI), American Indian/Alaskan Native and Black/African Americans experience a disproportionately greater need than the general population. For people with low-incomes (50-80% MFI), Black/African Americans experience a disproportionate level of need. For people with moderate income (80%-100 MFI), Asian, Latino, and Black/African American experience a disproportionately greater need than the income category as a whole. In Eugene and Springfield, there are approximately 13% of the people who identified as a minority race in the 2010 census. There are five census tracts where a higher percentage (17%-23%) of people identified as a minority race.

Hispanic households experience a disproportionately greater incidence of housing cost burden compared to the entire population, with 53% of the Hispanic households paying more than 30% of their income for housing costs. Asian households experience a disproportionately greater incidence of severe housing cost burdens compared to the entire population; 35% of Asian households spend more than 50% of their income on housing costs.

Black/African American households experience a disproportionately greater need with severe housing problems in both very low-income (30-50% AMI) and moderate income (80-100% AMI) categories. Severe housing problem exist when a household experiences one or more of the following housing problems: lacks complete kitchen facilities, lacks complete plumbing facilities, has over 1.5 people per room, and a housing cost burden over 50%. Both Asian and Hispanic low-income (50-80% AMI) households experience a disproportionate number of severe housing problems.

**Affordability and supply** - The lack of availability rental and owner occupied units for low-income residents, as indicated by the significant waiting lists for public housing, and the difficulty experienced by Section 8 voucher-holders in trying to find affordable available housing. Additionally, vacancy rates remain low, at 2% for Eugene owner-occupied and rental housing, and 2% in Springfield for owner-occupied housing and 3% for renter units. Data from Oregon Housing and Community Services further supports this need indicating there is a deficit of over 2,700 affordable housing units in Lane County in 2016.

Our strategies to increase the availability of affordable, accessible housing include aggressively pursuing additions to the housing supply through the use of government subsidies and incentives as well as public/private partnerships. During 2016-17 Homes for Good completed construction on 2 multi-family housing complexes. The first, named Bascom Village, is a 101 unit complex which was developed in two phases. Phase I, developed by St. Vincent de Paul, has 51 units and was ready for occupancy in October, 2015. Phase II, completed by Homes for Good in 2016, has 48 units and is 100 percent occupied. In 2017 Homes for Good completed a project called The Oaks at 14<sup>th</sup>. This project, constructed in partnership with Sponsor's Inc., houses 54 ex-offenders and provides them wrap-around supportive services. Homes for Good is currently rehabbing an existing affordable housing development 32-unit affordable housing development. This will ensure these units are not lost from the inventory of affordable units. At the present time there are over 3 other projects in the development pipeline, which are target an additional 200 units including a Housing First project targeted to the homeless.

**Impediments to Fair Housing** - While some of the identified impediments are not directly related to the federal Fair Housing Act, as a Public Housing Authority that sponsors the Fair Housing Council of Oregon, Homes for Good continues to believe that the lack of availability of affordable, accessible housing is a problem in our community and therefore, had maintained its efforts to promote affordable, accessible housing in addition to our efforts to overcome the more specific impediments which are directly related to the federal Fair Housing Act. Three major impediments to providing equal housing to populations were identified in development of the annual plan as follows:

Limited Awareness of Fair Housing Policies in the Broader Community;  
Cultural differences and language barriers which inhibit access to fair housing, and;  
People with disabilities who have special housing needs have limited choices and are often constrained by their lower incomes.

**Impediment: Limited awareness of fair housing policies in the broader community. Strategies to address this impediment include:**

Participating in community engagement and is very involved in area- wide Fair Housing planning and efforts.

Joining various relevant boards, including the Rental Owners Association (ROA), Human Rights Commission, Housing Policy Board, United Way Equity Coalition and Poverty Homeless Commission.

Executive Director Jacob Fox is on the Poverty and Homelessness Board, and chairs their facilities committee; in that position Jacob strives to further the goals of Fair Housing.

Rent Assistance Division Director Beth Ochs has joined the board of the Eugene/Springfield Rental Owners Association (ROA). In that role, Beth makes regular presentations to the ROA on topics related to Fair Housing.

Real Estate Development Director, Steve Ochs is on the Housing Policy Board which sets local policy regarding housing and works to further Fair Housing Goals.

Using every opportunity to make regular presentations to Springfield/Eugene groups including Eugene City Club, the University of Oregon, Chambers of Commerce and the Fair Housing Conference.

Collaborating to create a central, county-wide housing waiting list so that when an individual contacts any agency in the County they will have access to all housing opportunities from numerous providers.

Homes for Good continues to support Blacks in Government at their annual celebration and educational event.

Homes for Good mandated a 4 hour all-staff training in Fair Housing laws.

Updated Fair Housing information was added during a recent revision of the Section 8 program briefing packets.

Section 8 Division leadership participates annually in the University of Oregon Internship Fair. This is an opportunity to inform students about Homes for Good's work in the community to promote Fair Housing.

Homes for Good has produced updated maps showing concentrations of poverty in Lane County.

Homes for Good has a presence on the Human Rights Commission and the United Way Equity Coalition.

**Impediment: Cultural differences and language barriers which inhibit access to fair housing. Strategies to address this impediment include:**

Support of the work of the Inclusion Council (IC), an internal committee charged with scheduling training sessions for employees that focus on cultural differences. All employees are required to attend two per year. For the coming year, the IC has a goal to provide eight training sessions.

Conduct targeted recruitments for bilingual employees. At the present time there are 7 bilingual employees (English/Spanish). Homes for Good also has staff members proficient in German, Polish, Hindi and French.

Homes for Good is a participant in the Centro Latino Americano Health Fair.

Homes for Good, along with staff from Centro Latino Americano, administered a Meyer Memorial Grant aimed at creating educational materials about fair housing and access to low income housing for Spanish speaking community members.

One of the products of the regional Equity and Opportunity Assessment was the creation of a composite map that shows where in the community there are more vulnerable populations living. The composite map combines people with Latino ethnicity, minority, youth, seniors, single headed households, and persons with a disability to see which census tracts have the greatest number of populations that may experience marginalization or disadvantages. Homes for Good uses this map to target outreach.

**Impediment: People with disabilities who have special housing needs have limited choices and are often constrained by their lower incomes. Strategies to address this impediment include:**

Quarterly meetings at VA to expedite referrals for homeless vets

Administer an Emergency Housing Assistance (EHA) grant which assists VASH voucher holders with miscellaneous costs related to lease-up.

Quarterly meetings with Shelter Plus Case service providers to expedite referrals for S+C Program

Homes for Good and Shelter Plus Care program staff has recalculated rent-reasonableness, making it easier for participants to find affordable units in good neighborhoods.

Provide sufficient ADA units in public housing and LIHTC housing

Working closely with residents to ensure reasonable accommodations are approved when appropriate.

National Alliance on Mental Illness (NAMI) provides resident services at New Winds, an 18-unit LIHTC project in Florence, Oregon

Homes for Good, in partnership with Lane County, is working to expand the Housing First movement for people with disabilities or other barriers to housing.

In addition to these specific strategies Homes for Good has made a strong commitment to promoting Fair Housing rights and Fair Housing choice by providing information regarding Fair Housing and Fair Housing choice to applicants, residents and staff. Following is a list of actions that Homes for Good has taken:

The Fair Housing logo "Equal Housing Opportunity" is prominently displayed on location signs at Homes for Good's two administrative offices and at its various housing complexes

The Fair housing logo is prominently displayed on signs/banners at various Homes for Good locations, announcing the availability of low-income rental units

The Fair Housing logo is on Homes for Good letterhead and business cards

The Agency's Policy of Nondiscrimination on the Basis of Disability/Handicap Status is prominently displayed in the lobbies of the two administrative offices and in public areas at its various housing complexes

The Agency's Policy of Nondiscrimination on the Basis of Disability/Handicap Status is prominently displayed on the website: [www.HomesforGood.org](http://www.HomesforGood.org)

Homes for Good's Public Housing Intake Coordinator, is listed on the Policy of Nondiscrimination on the Basis of Disability/Handicap Status, and in the Statement of Policy, as Homes for Good's 504/ADA Coordinator.

HUD Form 928.1 ("We Do Business in Accordance With the Federal Fair Housing Law" poster) is prominently displayed in English and Spanish in Homes for Good's two administrative offices and in public areas at the various housing complexes

HUD Form 1686-FHEO (\*Fair Housing – It's Your Right\* Pamphlet) is available in English and Spanish in the two administrative offices

\*Filing a Housing 'Discrimination Complaint\* - a pamphlet created by Consumer Action with funding from the U.S Department of Housing and Urban Development (HUD) is available in English and Spanish at Homes for Good's two administrative offices

Applicants or residents with questions about Fair Housing issues are referred, or directed via website link, to the Fair Housing Council of Oregon, Legal Aid Services of Oregon (LSAO) or Lane County Law & Advocacy Center (LCLAC), the Oregon Advocacy Center (OAC), the Lane Independent Living Alliance (LILA), the Oregon Bureau of Labor and Industries (BOLI), and/or to the US Department of Housing & Urban Development (HUDF) / Office of Fair Housing and Equal Opportunity (FHEO)

Homes for Good has a long-standing Policy on Reasonable Accommodation, which is recognized in the Pacific Northwest among public Housing Authorities and by the regional HUD office as being comprehensive , well-written, and well-implemented

Homes for Good's Policy on Reasonable Accommodation is prominently displayed in both administrative offices and in public areas of its various housing complexes. It is available to any applicant or resident and is included in the Admin Plan and Admissions and Continued Occupancy Policies. It is also posted on Homes for Good's website at [www.HomesforGood.org](http://www.HomesforGood.org)

Applicants for, and recipients of, housing assistance from Homes for Good are advised of their right to request a reasonable accommodation to their disability. Information regarding reasonable accommodations is provided on the pre-application for assistance, in initial determination of ineligibility, in the public housing and assisted housing lease agreements, in notices of eviction, in periodic resident newsletters, and discussed during the intake process during any informal settlement discussions and during other discussions with applicants and/or residents when inquiries are made about accommodating disabilities.

Under the terms of a voluntary compliance agreement between the us department of HUD/FHEO and Homes for Good's pre application for housing assistance requests information from applicants – which is not used in determining their eligibility for housing regarding their ethnicity, race, and disability status. This information is recorded and retained and available to HUD upon request

Homes for Good created the diversity committee in April 2000. That committee was renamed the Inclusion Council in 2012. As a function of that committee, Homes for Good has completed outreach presentations to agencies representing youth, seniors/elderly, persons with physical and/or mental disabilities, and minorities, to help assure that a broad base of the community has access to information about the availability of housing. This outreach effort continues on an ongoing basis and representatives from a number of those social service/advocacy agencies serve on Homes for Good's family self-sufficiency advisory board, the inclusion council has also done outreach at the Festival Latina, the Asian celebration, project homeless connect, and other community gatherings

Homes for Good maintains reception staff – as well as other staff in all departments that have ongoing contact with residents who are bilingual/bicultural in Spanish and English

Homes for Good has also worked to increase the ability of low income community members to access housing by developing an innovative program in cooperation with community lending-works, the lending arm of NEDCO (neighborhood economic development corporation), to assist applicants to its agency-owned housing programs, in obtaining loans to cover the cost of their security deposits, as they lease up with Homes for Good. Homes for Good indemnifies the loans, guaranteeing payment to NEDCO, should the applicant default.

# **APPENDIX B: ADMIN PLAN MODIFICATIONS**

(NO SIGNIFICANT AMENDMENT)

# **APPENDIX C: ACOP MODIFICATIONS**

## **HIGHLIGHTS:**

### **Chapter 4: Applications, Waiting List and Tenant Selection**

Allow for opening of a waiting list without 14 calendar day notice when there is an immediate and critical need to fill a unit. Clarification of language for the local preference.

### **Chapter 6: Annual Income**

Change of Earned Income Disallowance from 50% of income excluded during phase-in to 100% of income excluded during phase in. New language to allow for assistance animal expenses and non-prescription medications.

### **Chapter 9: Reexaminations**

Interim reexaminations that result in an increase in rent will not be processed. Changes in family composition will not result in an increase in rent mid-year. Earned Income Disallowance language modified to remove interim increases in income, excepting at the conclusion of the disallowance. Income change reporting deadline increased from 14 days to 30 days.

**KEY MODIFICATIONS TO THE HOMES FOR GOOD  
ADMISSIONS AND CONTINUED OCCUPANCY POLICIES (ACOP)  
PROPOSED EFFECTIVE DATE 4-1-19**

Location	Current	Proposed Change	Required Change
Page 4-8	Homes for Good will announce the reopening of the waiting list at least 14 calendar days prior to the date applications will first be accepted. Homes for Good will publish a notice announcing the opening of the waiting list and notify community agencies. If the list is only being reopened for certain categories of families, this information will be contained in the notice. The notice will specify where, when, and how applications are to be received.	Homes for Good will announce the reopening of the waiting list 14 calendar days prior to the date applications will first be accepted, <b>unless there is an immediate and critical need to fill a unit and there are no eligible applicants on the current list.</b> Homes for Good will publish a notice announcing the opening of the waiting list and notify community agencies. If the list is only being reopened for certain <b>sites, bedroom sizes or unit features</b> , this information will be contained in the notice. The notice will specify where, when, and how applications are to be received.	No
Page 4-14	Homes for Good will apply a waiting list preference worth 5 points for applicants who are case managed by a service provider with whom the Homes for Good Property Management Division has a signed Memorandum of Understanding (MOU) outlining such a preference. The preference will be specific to the properties and service providers covered by the MOU.	Homes for Good will apply a waiting list preference worth 5 points for applicants <b>referred by an agency with whom</b> the Homes for Good Property Management Division has a signed Memorandum of Understanding (MOU) outlining such a preference. The preference will be specific to the properties and <b>agencies</b> covered by the MOU.	No
Page 6-15	During the second 12-month exclusion period, Homes for Good will exclude 50 percent of any increase in income attributable to new employment or increased earnings.	During the second 12-month exclusion period, Homes for Good will exclude <b>100</b> percent of any increase in income attributable to new employment or increased earnings.	No
Page 6-37	The most current IRS Publication 502, <i>Medical and Dental Expenses</i> , will be used as a reference to determine the costs that qualify as medical expenses.	The most current IRS Publication 502, <i>Medical and Dental Expenses</i> , will be used as a reference to determine the costs that qualify as medical expenses. <b>In addition to costs allowed by the IRS, Homes for Good will allow all necessary costs incurred for service and assistance animals. Homes for Good will also allow non-prescription medicines when recommended by a doctor as a medical expense.</b>	



Page 13-18	N/A: Did not have previous language in ACOP	<p><b>When Homes for Good becomes aware, through an annual reexamination that a family's income exceeds the applicable income limit, the agency must document that the family exceeds the threshold.</b></p> <p><b>If, one year after the initial determination by the agency a family's income exceeds the over-income limit, the family's income continues to exceed the over-income limit, the agency must provide written notification to the family that their income has exceeded the over-income limit for one year, and that if the family's income continues to exceed the over-income limit for the next 12 consecutive months, the family will be subject to a higher rent amount. This will be the higher of Fair Market Rent (FMR) or the unit subsidy cost, including amounts from the operating and capital fund, effective 6 months after the second 12 consecutive months</b></p> <p><b>If, however, Homes for Good discovers through an annual or interim reexamination that a previously over-income family has income that is now below the over-income limit, the family is no longer subject to these provisions. The family is entitled to a new two-year grace period if the family's income once again exceeds the over-income limit.</b></p>	Yes
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**Legal Notices**

Notice of 45-day Comment Period and Public Hearing for a Significant Amendment to the Homes for Good PHA Annual and 5-Year Plan relating to its Admissions and Continued Occupancy Policy (ACOP)

Public Hearing: Homes for Good PHA Annual and 5-Year Plan, Admissions and Continued Occupancy Policy Section

Date/Time December 19, 2018 at 2:30pm  
Location: The County Board Room at 125 E 8th Ave, Eugene, OR 97401.

The Homes for Good Housing Agency is amending its PHA Annual and 5-Year Plan, specifically the Admissions and Continued Occupancy Policy (ACOP). The ACOP guides the planning and implementation of federal programs under the jurisdiction of the Department of Housing and Urban Development. The federal programs related to housing and other needs for low-income persons covered by the ACOP include, but are not limited to, Public Housing Admission policies, Self Sufficiency, and Resident participation.

Comments may be presented in person during the hearing listed above, or in writing to the Fairview administrative office or via email, as noted below. The draft ACOP and all supporting documents may be viewed at the following location or on our website at homesforgood.org.

Homes for Good Administrative Office  
300 West Fairview Drive  
Springfield OR 97477

If you have any questions regarding the ACOP or would like to submit any written comments, please contact Alli Schwartz, Real Estate Specialist; at 300 West Fairview Drive, Springfield OR 9747; email aschwartz@homesforgood.org; or call (541) 682-2573.

If you are in need of a reasonable accommodation in regard to this meeting, please call (541) 682-2573 at least 24 hours prior to the meeting time.

The Agency is an equal opportunity employer and complies with State and Federal laws and regulations relating to the 1973 Rehabilitation Act, Section 504, and the 1990 Americans with Disabilities Act (ADA) and the 2009 ADA Amendments Act (ADAAA). Homes for Good does not discriminate on the basis of disability status in the admission or access to its federally assisted programs or activities.

No. 7390231 - November 23, 2018

**[Expanded View]**

Notice of 45-day Comment Period and Public Hearing for a Significant Amendment to the Homes for Good PHA Annual and 5-Year Plan relating to its Admissions and Continued Occupancy Policy (ACOP)

Public Hearing: Homes for Good PHA Annual and 5-Year Plan, Admissions and Continued Occupancy Policy Section

Date/Time December 19, 2018 at 2:30pm

Location: The County Board Room at 125 E 8<sup>th</sup> Ave, Eugene, OR 97401.

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Comments may be presented in person during the hearing listed above, or in writing to the Fairview administrative office or via email, as noted below. The draft ACOP and all supporting documents may be viewed at the following location or on our website at homesforgood.org.

Homes for Good Administrative Office  
300 West Fairview Drive  
Springfield OR 97477

If you have any questions regarding the ACOP or would like to submit any written comments, please contact Alli Schwartz, Real Estate Specialist; at 300 West Fairview Drive, Springfield OR 9747; email aschwartz@homesforgood.org; or call (541) 682-2573.

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The Agency is an equal opportunity employer and complies with State and Federal laws and regulations relating to the 1973 Rehabilitation Act, Section 504, and the 1990 Americans with Disabilities Act (ADA) and the 2009 ADA Amendments Act (ADAAA). Homes for Good does not discriminate on the basis of disability status in the admission or access to its federally assisted programs or activities.

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning October 1, 2018, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Homes for Good Housing Agency  
 PHA Name

OR006  
 PHA Number/HA Code

X Annual PHA Plan for Fiscal Year 2019  
 \_\_\_\_\_ 5-Year PHA Plan for Fiscal Years 20\_\_\_\_ - 20\_\_\_\_\_

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I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

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Name of Authorized Official	Title
Signature	Date

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan or  
State Consolidated Plan  
(All PHAs)**

U. S Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans  
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Jon R. Ruiz, the City Manager  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the  
Homes for Good Housing Agency  
*PHA Name*


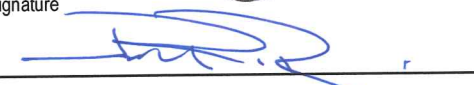
is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of  
Impediments (AI) to Fair Housing Choice of the  
City Manager  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State  
Consolidated Plan and the AI.

The significant amendment to the 2019 PHA Plan preserves affordable housing in a way that is consistent  
with the goals of the 2015-2019 Eugene-Springfield Consolidated Plan.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Jon R. Ruiz 	City Manager
Signature 	Date
	12/19/18

Proposed ACOP Change Matrix FY 2019

Location	Current	Proposed Change
Page 4-8	Homes for Good will announce the reopening of the waiting list at least 14 calendar days prior to the date applications will first be accepted. Homes for Good will publish a notice announcing the opening of the waiting list and notify community agencies. If the list is only being reopened for certain categories of families, this information will be contained in the notice. The notice will specify where, when, and how applications are to be received.	Homes for Good will announce the reopening of the waiting list 14 calendar days prior to the date applications will first be accepted, unless there is an immediate and critical need to fill a unit and there are no eligible applicants on the current list. Homes for Good will publish a notice announcing the opening of the waiting list and notify community agencies. If the list is only being reopened for certain sites, bedroom sizes or unit features, this information will be contained in the notice. The notice will specify where, when, and how applications are to be received.
Page 4-14	Homes for Good will apply a waiting list preference worth 5 points for applicants who are case managed by a service provider with whom the Homes for Good Property Management Division has a signed Memorandum of Understanding (MOU) outlining such a preference. The preference will be specific to the properties and service providers covered by the MOU.	Homes for Good will apply a waiting list preference worth 5 points for applicants referred by an agency with whom the Homes for Good Property Management Division has a signed Memorandum of Understanding (MOU) outlining such a preference. The preference will be specific to the properties and agencies covered by the MOU.
Page 6-15	During the second 12-month exclusion period, Homes for Good will exclude 50 percent of any increase in income attributable to new employment or increased earnings.	During the second 12-month exclusion period, Homes for Good will exclude 100 percent of any increase in income attributable to new employment or increased earnings.
Page 6-37	The most current IRS Publication 502, <i>Medical and Dental Expenses</i> , will be used as a reference to determine the costs that qualify as medical expenses.	The most current IRS Publication 502, <i>Medical and Dental Expenses</i> , will be used as a reference to determine the costs that qualify as medical expenses. In addition to costs allowed by the IRS, Homes for Good will allow all necessary costs incurred for service and assistance animals. Homes for Good will also allow non-prescription medicines when recommended by a doctor as a medical expense.

Proposed ACOP Change Matrix FY 2019

<p>Page 9-12</p>	<p>All families, those paying income-based rent as well as flat rent must report all changes in family and household composition that occur between annual reexaminations (or annual updates).</p> <p>Homes for Good will conduct interim reexaminations to account for any changes in household composition that occur between annual reexaminations</p>	<p>All families, those paying income-based rent, flat rent, and fair market rent must report all changes in family and household composition that occur between annual reexaminations (or annual updates).</p> <p>Homes for Good will conduct interim reexaminations to account for any changes in household composition that occur between annual reexaminations</p> <p>Household rent may decrease when adding someone to the household; changes that would result in an increase in rent will be captured at the next annual reexamination. Income reporting policies still apply.</p>
<p>Page 9-14</p>	<p>For families receiving the Earned Income disallowance (EID), the PHA will conduct an interim reexamination at the start, to adjust the exclusion with any changes in income, and at the conclusion of the EID.</p>	<p>For families receiving the Earned Income disallowance (EID), the PHA will conduct an interim or annual reexamination at the conclusion of the EID.</p>
<p>Page 9-15</p>	<p>Families are required to report all increases in income over \$200, including new employment, within 14 calendar days of the date the change takes effect.</p> <p>Homes for Good will conduct an interim reexamination if the change is from a new source of income, or family has received interim reexamination since their last annual that resulted in a decrease in rent. Homes for Good will also conduct interim reexaminations for families that qualify for the earned income disallowance (EID), but only when the EID family's rent will change as a result of the increase. In all other cases, Homes for Good will note the information in the tenant file, but will not conduct an interim reexamination.</p>	<p>Families are required to report all increases in income, including new employment, within 30 calendar days of the date the change takes effect.</p> <p>Homes for Good will note the change of income in the family's file, but will not conduct an interim reexamination.</p> <p>Families participating in the Family Self-Sufficiency (FSS) program may request and receive an increase in rent through an interim reexamination.</p>

**From:** netflix <REDACTED>

**Sent:** Wednesday, November 7, 2018 3:45 PM

**To:** Alli Schwartz <aschwartz@homesforgood.org>

**Subject:** response to ACOP

Prosed ACOP's as a concerned resident at Laurelwood and in the I of all good mannered interests of all our good mannered neighbors we are hoping that these changes will intensify and better regulate the choosing of good friendly neighborly residents here at Laurelwood. We appreciate all your hard work and our advocate Char Revis for helping to bring these matters to a good ending. Thank you.

Sent from [Mail](#) for Windows 10



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

ORDER 19-30-01-02H

In the Matter of Approving the Submission of  
the Significant Amendment to the October 1,  
2018 Annual Agency Plan

WHEREAS, Homes for Good Housing Agency is required by Section 511 of the Quality Housing and Work Responsibility Act of 1998 (and ensuing HUD requirements) to submit a 5-Year and Annual Plan to HUD.

WHEREAS, Homes for Good Housing Agency is only required to submit an Annual Plan, because the 5-Year Plan was submitted in 2014 for FY 2015-2019.

WHEREAS, HUD requires that Homes for Good work with the Resident Advisory Board (RAB) on the development of the Annual Plan.

WHEREAS, Homes for Good Housing Agency has worked with the RAB each month since January to ensure adequate involvement.

WHEREAS, HUD requires that housing authorities provide public notice of a 45-day comment period and a public hearing on the proposed plan.

WHEREAS, Homes for Good Housing Agency has met this requirement through public advertisement of the comment period, and a public hearing on December 19, 2018.

WHEREAS, HUD requires that the Plan be consistent with the Consolidated Plan.

WHEREAS, the City Manager of Eugene has submitted a Certification by State of Local Official of PHA Plans Consistency with the Consolidated Plan.

WHEREAS, Homes for Good Housing Agency intends to submit the amended Plan electronically to HUD no later than February 4, 2019, accompanied by a signed Certification of Compliance with PHA Plans and Related Regulations.

NOW IT IS THEREFORE ORDERED THAT: The Significant Amendment to the Annual Plan for the Fiscal Year beginning October 1, 2018 is approved for submission to HUD, and the Chair will complete and sign the Certification of Consistency with PHA Plans and Related Regulations.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2019

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Chair, 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 Updating the Housing Choice Voucher Administrative Plan (HCV Admin Plan) Local Preference Language

**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	Resident Services		
CONTACT	<b>Wakan Alferes, Director of Resident Services</b>	E X T	<b>2508</b>
PRESENTER	<b>Wakan Alferes, Director of Resident Services</b>	E X T	<b>2508</b>

AGENDA DATE: **01/30/2019**

**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 checked="" type="checkbox"/> No |  |  |
|  |   |  | Estimated Time <u>  10  </u> min <u>      </u> |

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

Executive Director/: **Jacob Fox** Date **01/22 /2019**

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:** Wakan Alferes, Resident Services Director  
**AGENDA ITEM TITLE:** Order/In the matter of updating the Housing Choice Voucher Administrative Plan Local Preferences  
**AGENDA DATE:** January 30, 2019

### **I MOTION**

It is moved that the Board adopt this Order updating the Housing Choice Voucher Administrative Plan (HCV Admin Plan) Shelter Plus Care Local Preference to Continuum of Care Local Preference.

### **II ISSUE**

The HCV Admin Plan provides a Local Preference for participants in the Shelter Plus Care program who are ready to move on from Permanent Supportive Housing (PSH). The current preference is narrowly focused and does not allow referrals from other similar Permanent Supportive Housing programs. We propose expanding the preference to include all Continuum of Care program participants.

### **III DISCUSSION**

The recent TAC report highlighted the low turnover rate in Lane County's permanent supportive housing programs and recommended the establishment of a "Move On" strategy to provide preferences for PSH tenants to move on to other affordable housing options with the goal of increasing turnover in PSH and reducing the bottleneck and allowing the system to shift resources to those most in need.

#### **Current Preference:**

*Shelter Plus Care Preference (limited to 25 families selected under this preference per PHA Fiscal Year)*

This preference applies to participants in HACSA's Shelter Plus Care Program. To qualify, participants must have participated in the program for a minimum of two years, be in compliance with case management requirements, and not have violated their Family Obligations within 12 months of referral from the Case Manager.

#### **Proposed Updated Preference:**

*Continuum of Care (CoC) Preference (limited to 25 families selected under this preference per PHS Fiscal Year)*

Participants in Lane County's Continuum of Care programs, who have completed an assessment for move on readiness with a system screening tool and are referred through Lane County Coordinated Entry based on prioritized readiness. This local preference is limited to 25 vouchers per fiscal year.

**IV IMPLEMENTATION/FOLLOW-UP**

Upon approval of the Order, the plan will be updated accordingly.

**V ATTACHMENTS**

None.

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

ORDER 19-30-01-03H

In the Matter of Updating the Housing Choice  
Voucher Administrative Plan (HCV Admin  
Plan) Local Preference Language

WHEREAS, Homes for Good Housing Agency, acknowledges the need for Local Preferences in the HCV program to serve special needs populations in Lane County;

WHEREAS, Homes for Good Housing Agency has previously adopted an Administrative Plan that provides a Local Preference for participants in the ShelterPlus Care program;

WHEREAS, Homes for Good has determined that the scope of this preference should be expanded to include participants from any Continuum of Care program serving homeless or chronically homeless persons;

NOW IT IS THEREFORE ORDERED THAT:

Section 1

The Housing Choice Voucher Administrative Plan for Fiscal Year 2019 shall be revised as follows:

- a) Page 4-15 is amended to change the phrase "Shelter Plus Care Preference" to "Continuum of Care Preference"
- b) Page 4-15 is amended to change the phrase "This preference applies to participants in HACSA's Shelter Plus Care Program. To qualify, participants must have participated for a minimum of two years, be in compliance with case management requirements, and not have violated their family obligations within 12 months of referral from the Case Manager" to "Participants in Lane County's Continuum of Care programs, who have completed an assessment for move on readiness with a system screening tool and are referred through Lane County Coordinated Entry based on prioritized readiness."

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

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Chair, 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 approving the Richardson Bridge operating budget

**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	Real Estate Development		
CONTACT	<b>Steve Ochs, Real Estate Development Director</b>	E X T	<b>2530</b>
PRESENTER	<b>Steve Ochs, Real Estate Development Director</b>	E X T	<b>2530</b>

AGENDA DATE: **01/30/2019**

**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 checked="" 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 **01/22 /2019**  
 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:** Steve Ochs, Real Estate Development Director

**AGENDA ITEM TITLE:** In the Matter of Approving the Richardson Bridge Apartments Operating Budget

**AGENDA DATE:** January 30th, 2019

### **I MOTION**

It is moved that the Richardson Bridge Operating Budget be approved for the year 2019.

### **II ISSUE**

In 2017 Homes for Good received approval from the Dept. of Housing and Urban Development to convert 12 Public Housing subsidies into the Richardson Bridge Apartments through the Rental Assistance Demonstration (RAD) program. These subsidies are provided through the use of RAD Project Based Vouchers.

RAD requires that the owner of property annually approves the operating budget that is partially funded by these Project Based Vouchers. Homes for Good Housing Agency is the Managing Member of Richardson Bridge LLC which owns the Richardson Bridge Apartments. This memorandum requests such board approval. The operating budget is attached as Exhibit A.

### **III DISCUSSION**

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

The Richardson Bridge Apartments which were built in 1992 are located at 1210 Acorn Park Drive and consist of nine (9) buildings total, including eight (8) two-story residential apartments and one (1) single story community center. An envelope study was conducted 2015 that uncovered water damage and the need for rehabilitation work. In 2017 Homes for Good started a year-long rehabilitation project of the Richardson Bridge Apartments which was funded by tax credits and other funds provided through Oregon Housing and Community Services. Richardson Bridge LLC was formed as the ownership entity for the project. US Bank was the Limited Partner owning over 99% of the project and RB Manager LLC of which Homes for Good is the only member is the Managing Member of the LLC owning less than 1%.

In 2017 Homes for Good received approval from the Department of Housing and Urban Development to convert 12 Public Housing subsidies into the Richardson Bridge Apartments through the Rental Assistance Demonstration (RAD) program. These subsidies are provided through the use of RAD Project Based Vouchers. Richardson Bridge LLC and Homes for Good entered into a Housing

Assistance Payment (HAP) contract in October of 2017 that sets forth the agreement for 12 units in Richardson Bridge to be funded by RAD Project Based Vouchers. This allows qualified individuals to pay only up to 30 percent of their income, while the rest of the rent is covered by the voucher up to the contract rent.

RAD requires that the owner of the property annually approves the operating budget that is partially funded by these Project Based Vouchers. As the managing member of the ownership, Homes for Good board approval is required. This memorandum requests such board approval.

B. Recommendation

Approval of the attached order is necessary to comply with Rental Assistance Demonstration Program requirements.

C. Timing

Once approved the approval and attached budget will be kept on file in compliance with RAD requirements.

**IV IMPLEMENTATION/FOLLOW-UP**

Same as Item III. C. above.

**V ATTACHMENTS**

Exhibit A: Richardson Bridge Operating Budget for 2019



2019

**Property:** Richardson Bridge Apartments  
**No. of Units:** 32  
**Total Sq Ft:** 30,224  
**Avg. Unit Size:** 945  
**Operating Exp %** 86%  
**Date:** 10/5/2018  
**Property Location** Eugene, Oregon



### Operating Budget Summary

<b>REVENUE</b>	2019 Annual
Rent Revenue	\$ 219,990
Other Revenue	\$ 1,769
<b>Effective Gross Income</b>	<b>\$ 221,760</b>

### **OPERATING EXPENSES**

Administrative Expenses	\$ 26,160
Legal & Professional	\$ 1,200
Marketing & Leasing	\$ 1,380
Salaries & Payroll	\$ 84,021
Safety and Security	\$ 1,500
Repairs and Maintenance	\$ 10,800
Turnover	\$ 6,840
Grounds	\$ 14,520
Utilities	\$ 21,120
Insurance & Taxes	\$ 7,332
Management Charges	\$ 14,772
Total Operating Expenses	\$ 189,645

**NET OPERATING INCOME** \$ **32,115**

Debt Service	\$ 13,600
Capital Improvements	\$ 3,000

**NET CASH FLOW** \$ **15,515**

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

ORDER# 19-30-01-04H

In the Matter of Authorizing approving the  
Richardson Bridge operating budget

WHEREAS, the Authority dba 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 recognizes the need to address the community issue of providing affordable housing for families in Eugene Oregon;

WHEREAS, consistent with its purposes and powers, Homes for Good Housing Agency did rehabilitate and operates a multifamily housing development to be known as Richardson Bridge Apartments having 32 apartment units and qualify for the federal low-income housing tax credit (the "Credit") under Section 42 of the Internal Revenue Code of 1986 as amended (the "Code"); and

WHEREAS, Homes for Good Housing Agency converted 12 Public Housing subsidies into the Richardson Bridge Apartments through the Rental Assistance Demonstration Program by providing 12 RAD Project Based Vouchers;

NOW IT IS THEREFORE ORDERED THAT:

As Managing Member of the Richardson Bridge Apartments ownership entity Richardson Bridge Apartments LLC. The Homes for Good Housing Agency Board of Commissioners hereby approve the operating budget attached to this order as Exhibit A for the calendar year 2019 as required by the Rental Assistance Demonstration Program.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2019

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Chair, 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 Accept Housing Improvement Plan Grant funds from Lane County for Legion Cottages Tiny Homes in Cottage Grove, 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	Real Estate Development		
CONTACT	<b>Steve Ochs, Real Estate Development Director</b>	E X T	<b>2530</b>
PRESENTER	<b>Steve Ochs, Real Estate Development Director</b>	E X T	<b>2530</b>

AGENDA DATE: **01/30/2019**

**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 checked="" 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 **01/22/2019**

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:** Steve Ochs, Real Estate Development Director

**AGENDA ITEM TITLE:** In the Matter of Authorizing the Executive Director to Accept Housing Improvement Plan Grant funds from Lane County for Legion Cottages Tiny Homes in Cottage Grove, Oregon

**AGENDA DATE:** January 30th, 2019

### **I MOTION**

It is moved that the Executive Director or Real Estate Development Director is authorized to accept Housing Improvement Plan Grant funds from Lane County for Legion Cottages Tiny Homes in Cottage Grove, Oregon.

### **II ISSUE**

Homes for Good Housing Agency applied for Housing Improvement Grant (HIP) funds for Legion Cottages from Lane County in early January of 2019. The Legion Cottages project will consist of construction of 4 tiny homes in Cottage Grove that would be targeted to Veterans experiencing homelessness or at risk of homelessness. On January 15, 2019 the Lane County Board of Commissioners approved \$250,000 in grant funding for the project.

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

### **III DISCUSSION**

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

In late 2018, Homes for Good was approached by the City of Cottage Grove about the possibility of purchasing a vacant lot from the American Legion Post 32 and providing housing for military veterans on the site. Homes for Good staff met with the Mayor, City Manager, American Legion and Planning Director as well as other key staff regarding the project. The City of Cottage Grove expressed support for such a project and indicated that they would strongly support the project and may even be able to provide fee reductions for permits and other required fees.

In November of 2018 Homes for Good entered into an LOI with American Legion Post 32 which allows agreed to a \$36,000 purchase price for the lot and gives Homes for Good 180 to complete due diligence on the property and receive board approval for the purchase of the

property.

Associate Professor of Architecture at the University of Oregon, Rob Thallon which has been partnering with Homes for Good on the Oregon BILDS project at Hope Loop is interested in partnering on this project. Similar to our existing partnership, University of Oregon Architecture students would design and build the homes with oversight from Professor Thallon and a Construction Manager. The use of 4 cottages on one lot will also require a Conditional Use Permit.

Project Financing – In addition to the \$250,000 in HIP funds the current budget includes a permanent loan, SDC reductions and waived developer fees. Staff is also intending to look at Oregon Housing and Community Services funding offerings that will be coming this Spring and Summer.

B. Recommendation

Approval of the attached order is necessary to allow Homes for Good Housing Agency to accept the Housing Improvement Plan Grant Funds from Lane County.

C. Timing

The HIP grant agreement will be reviewed and signed by the Executive Director following authorization.

**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 # 19-30-01-05H

In the Matter of Authorizing the Executive  
Director to Accept Housing Improvement Plan  
Grant funds from Lane County for Legion  
Cottages Tiny Homes in Cottage Grove,  
Oregon

WHEREAS, the Authority dba 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 recognizes the need to address the community issue of providing housing for low-income and homeless veterans to allow them access to safe, good, housing by financing and construction 4 small homes in Cottage Grove, Oregon;

WHEREAS, Homes for Good Housing Agency wishes to obtain assistance from the Lane County to provide funding for this housing development;

NOW IT IS THEREFORE ORDERED THAT:

Homes for Good Housing Agency resolves to develop 4 small homes in Cottage Grove, Oregon;

The Executive Director or Real Estate Development Director is authorized to accept Housing Improvement Plan (HIP) funding as well as other funding offered from Lane County for this project;

Homes for Good Housing Agency will accept the responsibilities and requirements of the funds requested through the HIP funding application(s);

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

That the Executive Director, Finance Director or Real Estate Development Director is authorized to release project information to Lane County and authorizes Lane County 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 HIP funds awarded to the project.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2019

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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 Discussion of a Contingency Plan Regarding the Federal Government Shut Down.

DEPARTMENT	Executive		
CONTACT	<b>Jacob Fox</b> <b>Executive Director</b>	E X T	<b>2527</b>
PRESENTER	<b>Jacob Fox</b> <b>Executive Director</b>	E X T	<b>2527</b>

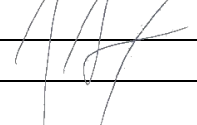
AGENDA DATE: **01/30/2019**

**THIS ITEM WILL INVOLVE:**

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> Consent Calendar         | <input type="checkbox"/> Report                                     | <input type="checkbox"/> Appointments               | <input type="checkbox"/> Committee Reports |
| <input type="checkbox"/> ORDER/Resolution         | <input type="checkbox"/> Discussion & Action                        | <input checked="" type="checkbox"/> Discussion Only |  |
| <input type="checkbox"/> Ordinance/Public Hearing |   |   |  |
| Public Comment Anticipated?                       | <input type="checkbox"/> Yes <input checked="" 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   01/22 /2019  

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:** Jacob Fox, Executive Director

**DISCUSSION ITEM TITLE:** In the Matter of Discussion of a Contingency Plan Regarding the Federal Government Shut Down.

**AGENDA DATE:** January 30th, 2019

### **I MOTION**

None

### **II ISSUE**

None

### **III DISCUSSION**

The discussion of a contingency plan regarding the Federal Government shut down.

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

None

### **V ATTACHMENTS**

None



# AGENDA CHECKLIST

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

AGENDA TITLE: Homes for Good Introduction Presentation

**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	Executive		
CONTACT	<b>Jacob Fox, Executive Director</b>	E X T	<b>2527</b>
PRESENTER	<b>Jacob Fox, Executive Director</b>	E X T	<b>2527</b>

AGENDA DATE: **01/30/2019**

**THIS ITEM WILL INVOLVE:**

- |   |   |  |  |
|---|---|--|--|
| <input type="checkbox"/> Consent Calendar         | <input type="checkbox"/> Report                                     | <input checked="" type="checkbox"/> Presentation | <input type="checkbox"/> Committee Reports |
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| Public Comment Anticipated?                       | <input type="checkbox"/> Yes <input checked="" 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 **01/22 /2019**

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

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

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

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

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



Homes for Good Introduction

**Homes.** **People.** **Partnerships.** **Good.**

# Homes for Good is Lane County's housing agency and whose primary work is to help low-income residents with the logistics of affordable housing.



**Homes for Good Philosophy:** We are neighbors united to get every Lane County resident who needs help, into a home.

- Serving Lane County since 1949, previously as the Housing and Community Services Agency of Lane County (HACSA).
- Future new single Service Center 100 W 13<sup>th</sup> Avenue
- New website at [www.homesforgood.org](http://www.homesforgood.org)



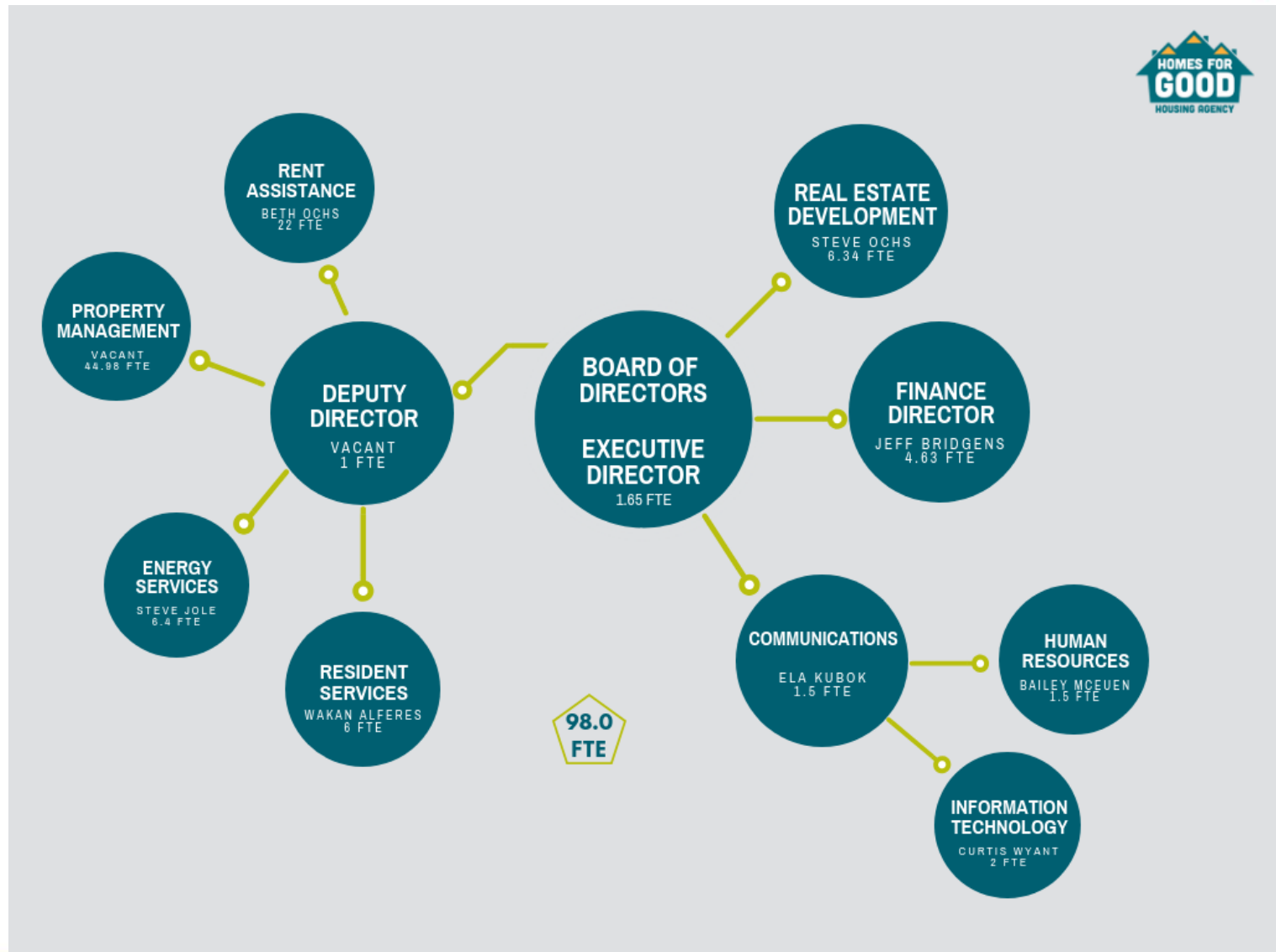
**\$34m**  
annual  
budget

**98**  
employees

**3000** Section 8 vouchers  
**1635** units of affordable  
housing (Public Housing, HUD  
Project Based Section 8, tax  
credit, rural development,  
and other.)  
**250** homes weatherized

Serving over  
**5000**  
families

# Homes for Good Org Chart



# Jacob Fox



- Jacob Fox currently serves as the Executive Director for the Housing and Community Services Agency of Lane County. He is grateful for the opportunities he has had to transform organizations and serve low income citizens over his 18 year career as an affordable housing leader.
- Jacob started his career in the mid-1990's and has worked for three different housing authorities in numerous capacities including resident services, property management, asset management, development and executive management.
- He also worked for the City of Portland where he directed investments in ending homelessness, affordable homeownership and affordable housing developments using general fund, CDBG, HOME and Tax Increment Financing. Jacob is active in housing policy deliberation and legislative advocacy at the local, state, regional and national levels.
- He feels strongly that housing is a basic human right and he believes in our ability to create stronger communities by linking affordable housing residents with health care, education, employment and other supportive services. When Jacob isn't working he enjoys fishing in Alaska and traveling far and wide.



# New Administrative Building



## Why a new facility is needed

- This new facility would create a one-stop-shop for clients and improve access to our services
- All employees could be in one place for improved service to customers, as well as much-needed space for office and property management functions. A new office space would improve privacy for customers, better organization of work and resources for our employees in order to perform their tasks better
- This move would result in greater efficiency, and overall lean processing
- Focus on collaboration and accessibility, inviting space with natural lights
- Space designed for our needs





# What we do

- Rent Assistance Housing Choice Voucher Program
- Property Management and Public Housing Program
- Resident Services and Family-Self Sufficiency
- Energy Services and Weatherization
- Third Party Property Management
- Commercial Property Management
- Real Estate Development

Homes.People.Partnerships.Good.

# Housing Options

SECTION 8 WAIT LIST   MAINTENANCE REQUEST   EN ESPAÑOL

ABOUT   **FIND A HOME**   SERVICES FOR RESIDENTS   PROGRAMS   OPPORTUNITIES   CONTACT

ELIGIBILITY & APPLICATIONS

HOUSING DETAILS

SECTION 8

RESOURCES

## Find a Home Map/Directory

**Filter Sites** ▲

Find Site by Name:

Any Site ▼

View Sites in:

Any City ▼

Units with:

Any number of Bedrooms ▼

Suitable For:

Elderly or Disabled ▼

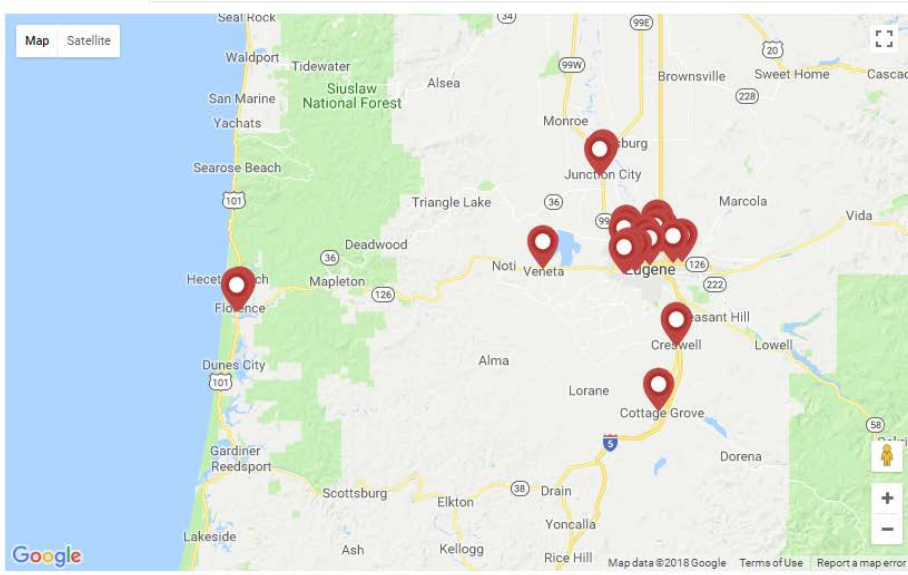
Supported Rent Properties:

Either ▼

Search

SITE MAP (25)
SITE LIST (28)

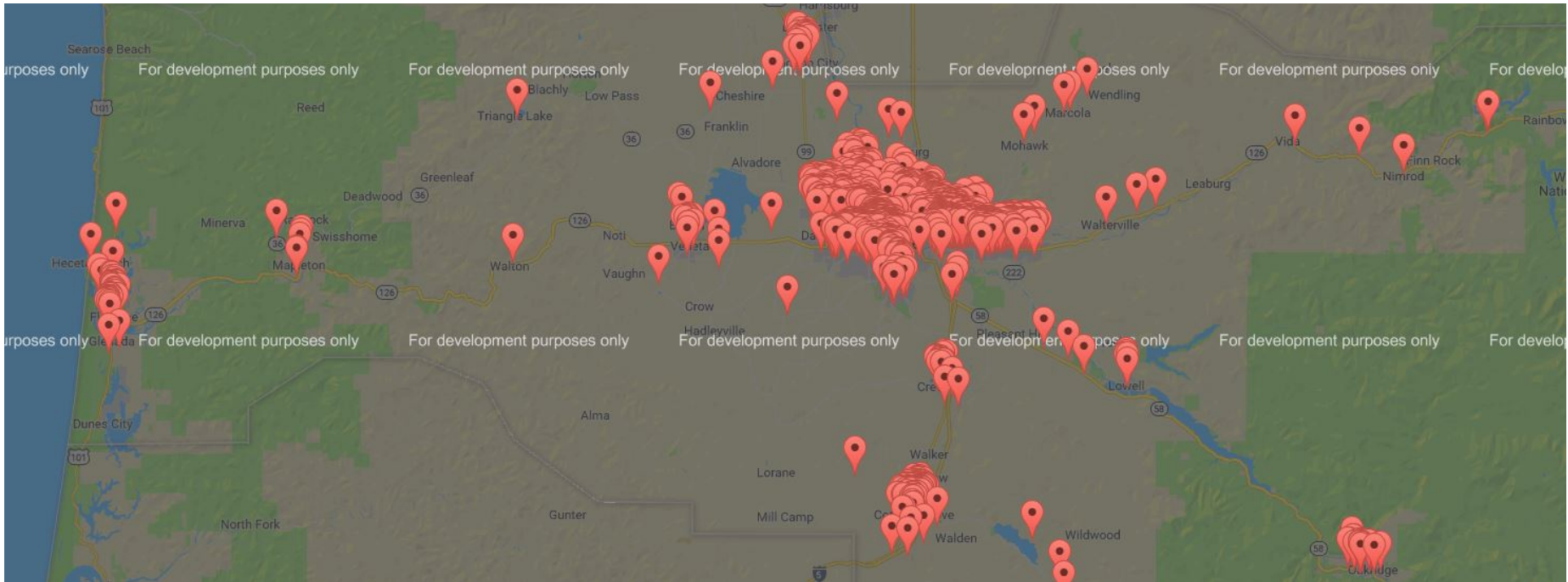
Map
Satellite



Do you have specific accessibility needs? Contact us for information on property amenities. [Email Don Bucholtz.](#)

Need help finding a home? [Contact us.](#)

# Rent Assistance



Over \$17mm – 3000 vouchers

# Partnerships with Landlords



Over \$16 million distributed annually in rental payments to landlords

More than 700 landlords currently participate

Homes for Good pays a percentage of rent directly to the landlord.

The family pays a percentage of rent directly to the landlord.

# Family Self-Sufficiency



## 2018 FAMILY SELF-SUFFICIENCY PROGRAM HIGHLIGHTS



**204 PARTICIPANTS**



**16**

**GRADUATES**



**15**

**FAMILIES**

left housing programs

**\$18,554**

largest escrow check



**\$102,854**

given out in escrow

**30**

current open Independent Development Accounts

**\$10,343.10**

average income increase for folks leaving the program



**115**

total homeowners since 1993

# Weatherization/Energy Services

- Homes for Good's Energy Services Division provides weatherization, conservation strategies, and energy education to home owners and renters throughout Lane County.
- Served 298 residents of Lane County in 2018 through weatherization and heat crisis programs
- Partnerships with utility providers
- Heat Crisis income guidelines: below 60% state median income



# Community Partnerships



# 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 Pipeline



Bascom Village II



The Oaks at 14th



Richardson Bridge Rehab



Market District Commons



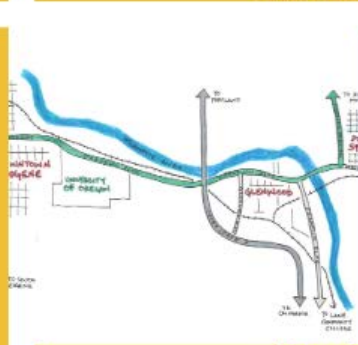
Housing First



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





# Market District Commons



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 transfer
- Neighboring Lane County Behavioral Health clinic
- Partnership with Lane County Health and Human Services
- 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
- 51 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.

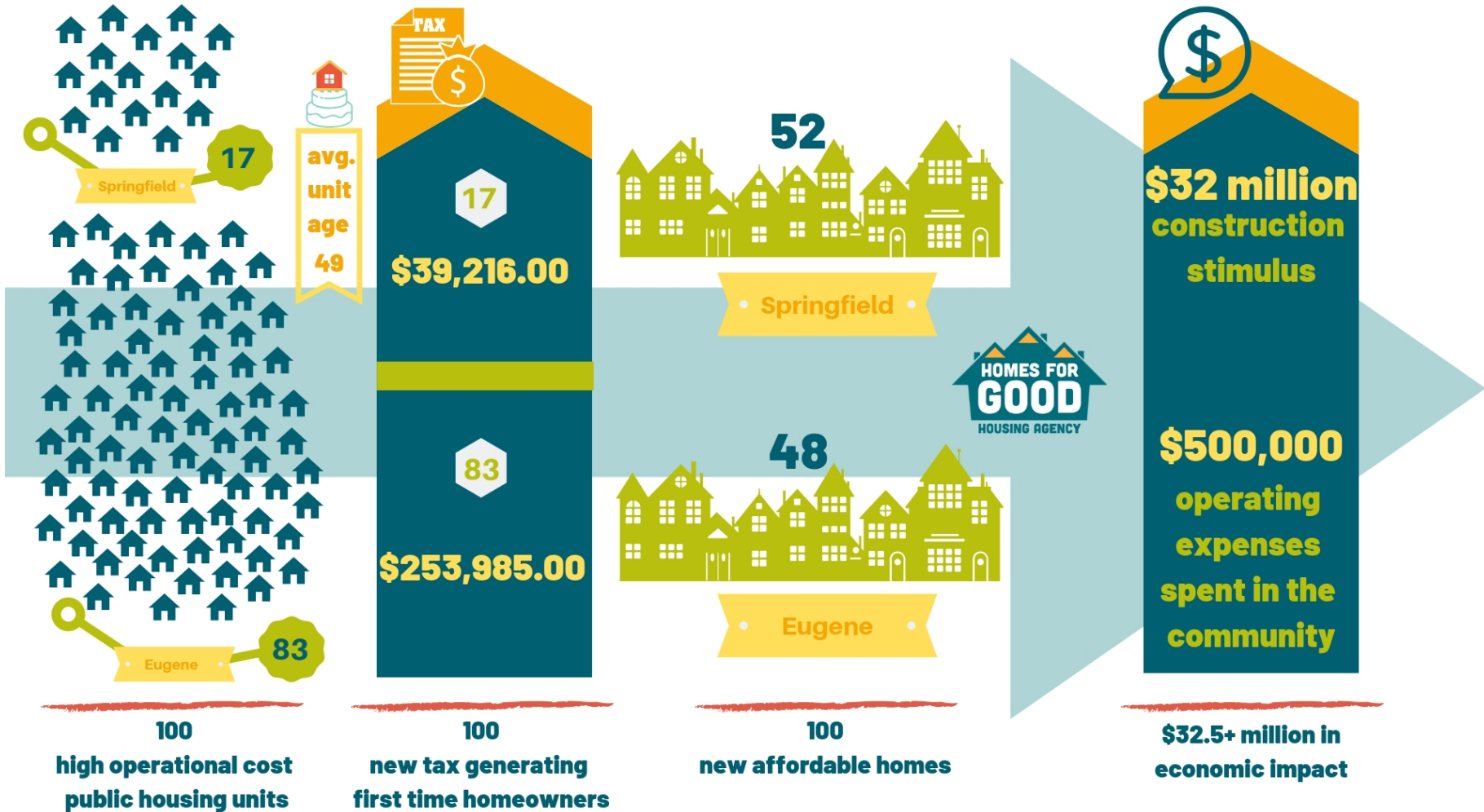
# RAD 2.0



- 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



# RAD 2.0 Impact



# First Time Homebuyers Program

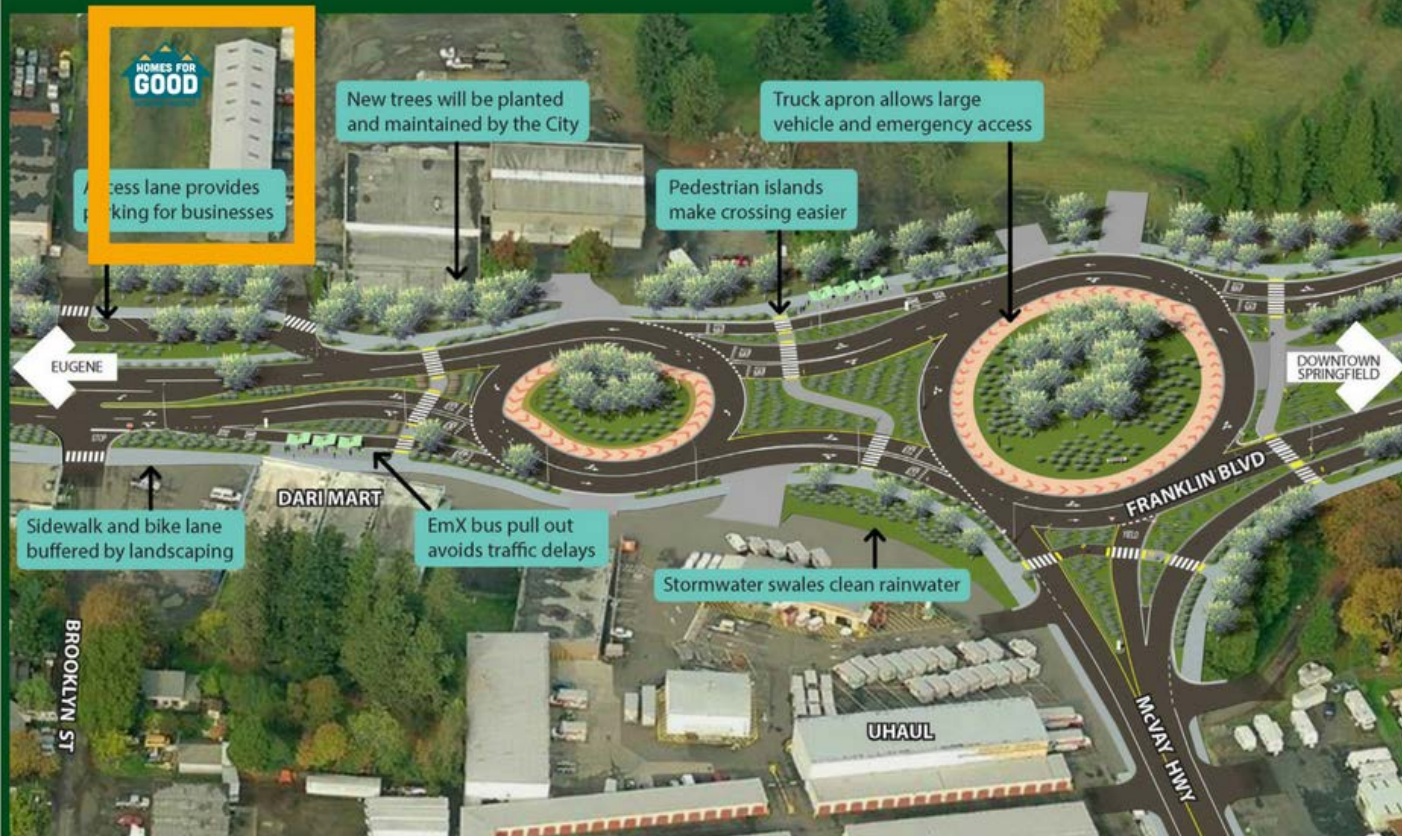




# Glenwood



## 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

# Preservation Needs

- Competing with new construction funding
- Addressing major envelope and building systems issues
- Portfolio wide needs – average building age in portfolio 30-40 years
- Currently 250 units in the rehabilitation pipeline



Homes. **People.** Partnerships. Good.

**Questions?**  
**Thank you!**