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## HOMES FOR GOOD HOUSING AGENCY

### BOARD OF COMMISSIONERS MEETING WEDNESDAY **FEBRUARY 26<sup>TH</sup>**, 2020

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- VI. ORDER 20-26-02-03H— In the Matter Authorizing the Executive Director or the Executive Director's designee to execute the Sale of Properties as authorized through the Rental Assistance Demonstration (RAD) Program.
- VII. ORDER 20-26-02-04H— In the Matter of Approving Contracts 20-P-0015 and 20-P-0016 for Tax Credit Counsel Services for Homes for Good Housing Agency
- VIII. DISCUSSION— Rental Assistance Demonstration (RAD) Program Scattered Site Property Sale Policy for Homes for Good Employees.
- IX. PRESENTATION— Section 8 Wait List Data Review

# 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, February 26<sup>th</sup>, 2020

(1:30 p.m.) Board of County Commissioners Conference Room, Public Service Building, 125 East 8th Avenue, Eugene, OR, 97401

### 1. PUBLIC COMMENTS – 20 Minutes

(Maximum time 20 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 per commissioner)

### 3. ADJUSTMENTS TO THE AGENDA

### 4. **COMMISSIONERS' BUSINESS**

### 5. EMERGENCY BUSINESS

### 6. EXECUTIVE SESSION- Estimated 15 minutes

On February 26<sup>th</sup>, 2020 the Homes for Good Board will hold an executive session pursuant to ORS 192.660(e), "To conduct deliberations with persons designated by the governing body to negotiate real property transactions."

### 7. EXECUTIVE SESSION- Estimated 20 minutes

On February 26<sup>th</sup>, 2020 the Homes for Good Board will hold an executive session pursuant to ORS 192.660(d), "To conduct deliberations with persons designated by the governing body to carry on labor negotiations."

### 8. ADMINISTRATION

A. Approval of Minutes: 1/15/2020

B. Executive Director Report (Estimated 10 minutes)

C. ORDER 20-26-02-01H— In the Matter of Adopting and Ratifying the Collective Bargaining Agreement with AFSME Local 3267 and Approving Changes to Wages, Benefits and Other Provisions. (Bailey McEuen, Human Resources Director) (Estimated 10 Minutes)

D. ORDER 20-26-02-02H— In the Matter of Authorizing the Executive Director to Apply for Oregon Housing and Community Services and Oregon Health Authority Funds for the

Permanent Supportive Housing Community at 13th and Tyler Streets in Eugene, Oregon (Nora Cronin, Project Development Manager) (Estimated 10 Minutes)

- E. ORDER 20-26-02-03H— In the Matter Authorizing the Executive Director or the Executive Director's designee to execute the Sale of Properties as authorized through the Rental Assistance Demonstration (RAD) Program. (Spencer McCoy, Project Developer) (Estimated 10 Minutes)
- F. ORDER 20-26-02-04H— In the Matter of Approving Contracts 20-P-0015 and 20-P-0016 for Tax Credit Counsel Services for Homes for Good Housing Agency (Steve Ochs, Real Estate Development Director) (Estimated 10 Minutes)
- G. DISCUSSION— Rental Assistance Demonstration (RAD) Program Scattered Site Property Sale Policy for Homes for Good Employees. (Jacob Fox, Executive Director) (Estimated 10 Minutes)
- H. PRESENTATION— Section 8 Wait List Data Review (Beth Ochs, Rent Assistance Division Director) (Estimated 30 Minutes)

#### 9. 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

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Wednesday, January 15th, 2020

(1:30 p.m.) Board of County Commissioners Conference Room, Public Service Building, 125 East 8th Avenue, Eugene, OR, 97401

### 1. PUBLIC COMMENTS – 20 Minutes

(Maximum time 20 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 per commissioner)

### 3. ADJUSTMENTS TO THE AGENDA

Jacob Fox: Suggests moving the executive sessions until the end of the agenda, because they may take more time than expected, and so not to make the public leave, then come back for a short Administration.

Joe Berney: I went through the minutes and in the November minutes, it was stated that the Section 8 data would be the next month (December), and then we were told they would be the next month (January) and I did not see them on this agenda. I have held my questions in advance. I don't see that on the agenda today, and I am wondering what the status of that is.

Jacob Fox: The data work is currently in progress and just wasn't ready for the agenda this month. The meeting next month is February 26<sup>th</sup>, which is a little bit later in the month, so the plan will be to come to the board in February and have a more robust conversation about data. For a little bit more context, most of the questions were about the Section 8 Wait List opening, and most of the data will be centered around that. If that is delayed even further, I will make sure I let you know in advance, but I have every anticipation of bringing that to the February meeting.

Joe Berney: Expresses disappointment that the Section 8 statistics was not on this agenda.

Jay Bozievich: Will be in Washington D.C for the next board meeting but will try to attend via phone.

### 4. COMMISSIONERS' BUSINESS

#### A. Election of New Board Chair & Announcement of Vice Chair

Char Reavis: **Announces** Joe Berney as the new vice chair as per by-laws. The Lane County vice chair is also the Homes for Good board vice-chair.

Pat Farr **nominates** Char Reavis for Chair of the Homes for Good Board

**Second** from Jay Bozlevich

Joe Berney **asks** if there is discussion or other interest.

Michelle Thurston: **Mentions** that she is interested in being a chair in the future and would like to take the next year to learn more about the role of a chair over the next year and be considered for chair for next year.

Char Reavis is appointed chair unanimously 7/0.

## 5. EMERGENCY BUSINESS

## 6. ADMINISTRATION

### A. Approval of Minutes: 12/18/2019

**Motion to approve:** Heather Buch

**Second:** Michelle Thurston

The minutes are approved unanimously 7/0.

### B. Executive Director Report (Estimated 10 minutes)

Jacob Fox: introduces his executive director report. He talks about the lunch to honor RAB, and the Section 8 participant involvement with RAB. He then talks about the staff holiday party put on by the Rent Assistance Division. He talks about Roy Beephan who was awarded employee of the year. Jacob then goes into talking about the Diversity, Equity, and Inclusion work that Homes for Good has worked on in 2019. He talks about a shifted view of the DEI work in 2020 and the focus on merging of the organizational cultures from the two buildings into one new building.

Joe Berney: **Mentions** an exhibit at the Museum of Natural Cultural History, and another exhibit relating to DEI.

### C. ORDER 20-15-01-01H-- In the Matter of Revising the Financing Approval of RAD 2 LLC Projects. (Spencer McCoy, Project Developer) (Estimated 10 Minutes)

Spencer McCoy: **Explains** that this is an adjustment to the previous board order and explains the changes.

Char Reavis: **So**, HUD made you lower, or raise the utility allowance?

Spencer McCoy: **Explains** the HUD process by which the utility allowance was calculated and needing to use a different formula from the original budget which then affected the contract rent, and the amount of debt the total project was able to hold.

**Motion to approve:** Michelle Thurston

**Second:** Heather Burch

Motion is approved unanimously 7/0.

**7. EXECUTIVE SESSION- Estimated 20 minutes**

On January 15<sup>th</sup>, 2020 the Homes for Good Board will hold an executive session pursuant to ORS 192.660(d), "To conduct deliberations with persons designated by the governing body to carry on labor negotiations."

**8. EXECUTIVE SESSION- Estimated 15 minutes**

On January 15<sup>th</sup>, 2020 the Homes for Good Board will hold an executive session pursuant to ORS 192.660(e), "To conduct deliberations with persons designated by the governing body to negotiate real property transactions."

**9. OTHER BUSINESS**

**Adjourn**



The past month much of my time has been focused on supporting our Real Estate Development Team on pre-development and financing activities. We have officially broke ground on the small home project in Cottage Grove that will target homeless veterans. On February 18th, we will be moving prefabricated walls onto the site where foundations have already been poured for 2 of the 4 homes. On February 24th, 2020 we will have a wall raising ceremony to officially celebrate the launch of this new type of construction project for us. Our Capital Projects team has been very involved in construction oversight for this project given the tight budget and small size of the overall project.



The week of February 10th the focus has been closing on the 119 units RAD Phase 2 where 49 units will be built in Eugene and 70 units will be built in Springfield. The negotiations between the investor and lender has been very challenging and at the last minute we had to travel to Portland on February 12th to sign all the closing documents and at the same time we were working to facilitate an agreement between our investor and lender on mutually agreeable language related to the debt coverage ratio requirements. The plan was that the project would officially fund on February 14th but as I write this report the lender and investor are still negotiating the language, which may push the funding of this project and the start of construction into the week of February 17th.



We have launched into land use analysis and site design on the PSH project on the Fairgrounds property that will serve families with children that are experiencing homelessness. After due diligence over the past week related to building footprints, parking and site amenities, like a playground, we are narrowing in on the total number of units, which will likely be 15 units in total. We have a meeting with the leadership from the Jefferson Westside Neighborhood Association next week so we are moving into active neighborhood engagement, which we are excited about. We are preparing an application for the Oregon Housing and Community Services (OHCS) department mini-Notice of Funding Availability (NOFA) for the members of the PSH Cohort which is the source of funding for the capital, rent assistance and supportive services that this project needs to become a reality. This application will be due in March.

## .74 ACRE PARCEL



Also OHCS has released funding NOFA's for low income housing tax credits (LIHTC) and gap financing for 2020 and Homes for Good will be applying for funding for a 40-50 unit PSH project that will utilize a 9% LIHTC along with gap funding resources from OHCS. We are working closely with Lane County to identify the sub-population target, bedroom sizes and also the source of supportive services necessary to make this PSH project a reality.





# BOARD OF COMMISSIONERS AGENDA ITEM

**BOARD MEETING DATE:**

**AGENDA TITLE:** In the Matter of Adopting and Ratifying the Collective Bargaining Agreement with AFSME Local 3267 and Approving Changes to Wages, Benefits and Other Provisions.

**DEPARTMENT:** Human Resources

**CONTACT :** Bailey McEuen

**EXT:** 2520

**PRESENTER:** Bailey McEuen

**EXT:** 2520

**ESTIMATED TIME :** 10 minutes

- ☒ **ORDER/RESOLUTION**
- ☐ **PUBLIC HEARING/ORDINANCE**
- ☐ **DISCUSSION OR PRESENTATION (NO ACTION)**
- ☐ **APPOINTMENTS**
- ☐ **REPORT**
- ☐ **PUBLIC COMMENT ANTICIPATED**

**Approval Signature**

**EXECUTIVE DIRECTOR:**

**DATE:** 02/14/2020

**LEGAL STAFF :**

**DATE:**

**MANAGEMENT STAFF:**

**DATE:**





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## HOMES FOR GOOD MEMORANDUM

TO: Homes for Good Board of Commissioners

FROM: Bailey McEuen, Human Resources Director  
Jacob Fox, Executive Director

AGENDA ITEM TITLE: In the Matter of Adopting and Ratifying the Collective Bargaining Agreement with AFSCME Local 3267 and Approving Changes to Wages, Benefits and Other Provisions.

AGENDA DATE: February 26, 2020

### I MOTION

It is moved that the order be approved adopting and ratifying the Collective Bargaining Agreement with AFSCME Local 3267.

### II ISSUE

Ratification of the Collective Bargaining Agreement with AFSCME Local 3267.

### III DISCUSSION

#### A. Background of Agency & Union Partnership

Homes for Good and AFSCME Local 3267 partner in providing Agency staff with a productive and positive workplace. The Agency believes that our employees are our most valuable asset. To that end, growing the long-term partnership with our Local is imperative in achieving our organizational goals and will result in mutual gains.

Working with our union throughout the bargaining process has allowed us to be prudent and responsible stewards of public funds, while making sure our employees are supported and their needs are met, resulting in a more engaged, efficient and productive workforce to best meet the needs of our participants.

We are happy to collaborate with the Union's bargaining team to agree to a three-year collective bargaining agreement, expiring on September 30, 2022.

#### B. Bargaining a New Contract

AFSCME notified Homes for Good on May 16, 2019 of their intent to open the CBA and negotiate a new contract. Both party's bargaining teams met on July 11, 2019 to establish ground rules and schedule subsequent bargaining sessions.

Management's bargaining team was comprised of HR Director Bailey McEuen, Supportive

Housing Director Wakan Alferes and Attorney Mark Wolf of Local Government Law Group.

ASFCME Representative Monica Bielski-Boris, Union President Teresa Hashagen and Maintenance Mechanic/Union Steward Tim O'Brien represented the Local throughout the bargaining process.

Teams bargained for twenty (20) weeks with the first bargaining session held on August 1, 2019 and the eighth and final session on December 19, 2019. The teams came to tentative agreements on all contract articles during the last session. However, CIS (City County Insurance Services) has notified the Agency that the current health plan will no longer be available beginning in 2021. Both parties acknowledged the need to re-open Article 5 FRINGE BENEFITS in 2020 to negotiate any changes when presented with new plan options. It's the Agency's intent to expand health plan offerings by introducing a dual choice option, allowing employees to customize their group benefits elections to best meet their families' unique healthcare needs.

### C. Non-Monetary Changes

Some key non-financial changes to the CBA are highlighted below:

- Diversity, Equity and Inclusion Language throughout the Contract – in an effort to weave DEI into the culture and vernacular at all Agency levels, language supporting the Agency's DEI initiative has been infused throughout the contract.
  - Preamble – a statement supporting Homes for Good's and the Union's commitment to DEI has been added to the pre-amble of the contract.
  - Article 13 DISCIPLINE AND DISCHARGE – a statement expressing the Agency's ability to take appropriate disciplinary action, absent prior discipline, for infractions related to discrimination, harassment for reasons related to race, color, national or ethnic origin, gender, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status or any other characteristic protected under applicable federal or State laws.
  - Article 18.5 JOB POSTING – a statement asserting Homes for Good's commitment to recruiting and hiring a talented and diverse workforce, reinforcing a purposeful approach to recruiting and retaining individuals from underrepresented groups.
  - Throughout – binary pronouns have been replaced with gender neutral pronouns throughout the contract; replacing "he/she" and "his/hers" with "they" and "their" in multiple articles.
- Article 3.10 PROBATIONARY PERIOD - Management and the Union agreed to extend the probationary period for new hires, moving from six months to nine months. The probationary period is an integral part of our hiring and onboarding processes, allowing the Agency to evaluate a new employee's work product and assess if they can successfully carry out the essential functions of their role. Many positions at Homes for Good are complex and often specific to a Public Housing Authority. Some positions are challenging to learn efficiently in a six-month time period. Affording new hires an additional three months of probation will allow the Agency to make better informed personnel decisions. The change in the new hire probationary period will also affect the employee's eligibility for a merit increase, moving from six months after hire to nine months.
- Article 18.5(e) JOB POSTING – language has been added allowing the Agency to fill

vacancies from past recruitments within 120 days. This will allow the Agency more agility in hiring decisions and eliminate the administrative need to engage in redundant recruitments.

- Article 11.8 ALTERNATIVE WORK SCHEDULES – language providing structure surrounding alternative work schedules has been added. Homes for Good recognizes the importance of work-life balance and wants to offer alternative and compressed schedule options outside of the traditional Monday – Friday 8am – 5pm schedule, allowing employees to meet their individual family and personal needs. This article was previously vague and lead to inconsistent enforcement throughout the Agency. Added structure allows employees, with supervisor approval, to choose from different alternative work schedules that will allow for more efficient coverage while affording employees scheduling flexibility.
- Article 8.10 ADVERSE WEATHER – This article was expanded to define “essential personnel,” and the requirement for these classifications to report to work during Agency closures due to inclement weather. Essential classifications include all Maintenance personnel, IT personnel and other classifications that are deemed essential depending on the time period (i.e. Finance employees for payroll and Housing Assistance Payments processing). This addition to the contract will allow the Agency to be better prepared during periods of adverse weather and ensure that residents have access to essential services provided by Homes for Good.
- Article 7.11 NEW EMPLOYEE TIME MANAGEMENT RESERVE – Eliminated language allowing employees to cash out accrued TM upon termination before six months of employment. The previous language conflicted with Article 7.4 CASH OUT OF TIME MANAGEMENT UPON TERMINATION OF EMPLOYMENT, which allows for the cash out of accrued TM upon termination only after six months of employment.
- Article 5.1(C3) TYPES OF INSURANCE – Management and the Union agreed to pay employee deductible reimbursement on a monthly basis rather than quarterly. The Union initially proposed funding employee Health Savings Accounts on an annual basis at an amount equivalent to 100% of the plan’s deductible, with the argument that employees who incur medical expenses throughout the year often struggle to meet their financial obligations related to medical services having to wait for quarterly payments. Management countered with the proposal to fund employee Health Savings Accounts on a monthly basis but keep the reimbursement at the current 90% of the deductible. The change from quarterly to monthly will allow employees to make payment arrangements with medical providers, as well as benefit Agency cash flow. Smaller payments on a more frequent basis will reduce the amount of funds that are paid to employees who end employment shortly after funding.
- Article 3.9 SITE MAINTENANCE SPECIALIST - Both parties agreed to eliminate the requirement for Site Maintenance Specialists to live in Agency housing. New contract language will require mutual agreement in order for future Site Maintenance Specialists to reside in Homes for Good housing. This change will allow the Agency to more flexibility in recruitment for this classification as well as free up additional public and multi-family housing units for low income residents.
- Article 7.14 SUPPLEMENTAL SICK LEAVE – In exchange for an increase in the percent of gross wages paid during periods of supplemental sick leave, Management and the Union have agreed to limit the use of leave to one instance per leave year, reducing the frequency of eligibility from once every six months.

#### D. Monetary Changes

- Article 3 WAGES & SALARIES - Management and the Union agreed to a 6.5% increase to the current bargaining unit Salary Schedule effective upon ratification of the new contract. The topic of wage increases was negotiated after the Union's initial proposal of a 12.5% wage increase effective retroactively to October 1, 2019 with 5% increases each year on October 1<sup>st</sup> for the term of the contract.

Throughout the bargaining process, Homes for Good's Management team made a case for linking employee wage increases to the Consumer Price Index (CPI), the most frequently used indicator for identifying inflation and deflation. The CPI is a measure of the average change over time in the prices paid by urban consumers for a basket of consumer goods and services. It is used as a way to maintain relative buying power as the cost of goods and services increase, thus keeping wages current relative to the market.

For the three-year term of the contract, Management and the Union have agreed to give bargaining unit employees a cost of living adjustment (COLA) equivalent to the CPI-U Western Region for September, effective October 1<sup>st</sup>, with a minimum of 1.5% and a maximum of 4%.

Market based COLAs will allow Homes for Good to remain a competitive employer in Lane County, enabling the Agency to attract and retain highly skilled and engaged employees. They will also provide our workforce with wage adjustments consistent with market trends, ensuring that the needs of our employees are met despite cost of living fluctuations.

The 6.5% increase was agreed to based on the absence of any increase or cost of living adjustment for bargaining unit employees since March 2017. During the 2015 contract negotiations, a 3% increase effective October 26, 2015 and a 2.5% increase effective March 1, 2017 was agreed to, leaving Union employees without a cost of living adjustment during 2016. Union employees experienced no COLA for the years 2018 and 2019 as the contract was not opened for bargaining until August 2019, despite its expiration date of September 30, 2017.

#### E. Financial Analysis

The total estimated cost of Union Labor wage increase for FY 2020 will be \$180,297. This figure includes cash bargaining unit cash compensation, employer payroll taxes and Agency retirement contributions.

Subsequent increases will depend on the CPI-U Western Region published for the month of September for FY 2021 and 2022. With an assumption that the CPI-U for September 2020 and 2021 is 2.5% the financial impact of the bargained increase for FY 2021 and 2022 will be \$104,311 and \$106,919 respectively.

The total year over year impact of the proposed increase will be \$856,433. See attached financial analysis for further detail and financial impact by Division.

When faced with the question of how Homes for Good will finance the proposed wage increase, we first assessed which divisions have adequate cash flows to support the financial impact. Currently, our Property Management & Real Estate Development Divisions have cashflows to support the proposed increase.

The Rent Assistance Division has adequate program reserves to fund the wage increase. For the Divisions that do not have adequate cash flows or reserves, the impact of the wage increases will be funded by Real Estate Development. The Real Estate Development transfer needed to cover the additional wage expense is estimated to be \$65,622 for FY 2020, \$103,587 for FY 2021 and \$238,636 for FY 2022.

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

Upon ratification the contract will go into effect, with wage increases being retroactive to the Union ratification on January 15, 2020.

#### **V** ATTACHMENTS

Analysis of financial impact of proposed increase.



#### Total Estimated Union Labor Cost Increase at Time of Ratification

Wages	6.50%	X	\$ 2,346,702	=	\$ 152,536 *
ER payroll taxes	6.20%				\$ 9,457
ER retirement contribution	12.00%	X	152,536	=	18,304
Total					\$ 180,297

\*Prorated for 8.5 months. The total annual cost of this increase is \$215,446, \$13,358 and \$25,853 for wages, ER payroll taxes and ER retirement contributions respectively.

#### Total Estimated Increase on October 2020 and 2021.

##### October 1, 2020

Wages	2.50%	X	\$ 3,529,996	=	\$ 88,250
ER payroll taxes	6.20%				\$ 5,471
ER retirement contribution	12.00%	X	88,250	=	10,590
Total					\$ 104,311

##### October 1, 2021

Wages	2.50%	X	\$ 3,618,246	=	\$ 90,456
ER payroll taxes	6.20%				\$ 5,608
ER retirement contribution	12.00%	X	90,456	=	10,855
Total					\$ 106,919

Financial impact FY 2020					\$ 180,297
Financial impact FY 2021					\$ 284,608
Financial impact FY 2022					\$ 391,528
Total financial impact of proposed increase					<u>\$ 856,433</u>





## Division by Breakdown

DIVISION	Increase			Wages		Increase	ER retirement contribution	ER payroll taxes	Total increase
Rent Assistance	6.50%	X	\$	576,197	=	\$ 37,453	\$ 4,494.3	\$ 2,322.1	\$ 44,269
Housing	6.50%	X	\$	761,432	=	49,493	5,939	3,069	58,501
COCC	6.50%	X		456,851	=	29,695	3,563	1,841	35,100
RE Deveopment / AM	6.50%	X		154,959	=	10,072	1,209	624	11,905
Energy services	6.50%	X		211,450	=	13,744	1,649	852	16,246
ROSS	6.50%	X		49,571	=	3,222	387	200	3,809
FSS	6.50%	X		94,183	=	6,122	735	380	7,236
S+C Cotninium of Care	6.50%	X		27,037	=	1,757	211	109	2,077
All other community services	6.50%	X		15,022	=	976	117	61	1,154
Total			\$	2,346,702		\$ 152,536	\$ 18,304	\$ 9,457	\$ 180,297

### October 1, 2020

DIVISION	Increase			Wages		Increase	ER retirement contribution	ER payroll taxes	Total increase
Rent Assistance	2.50%	X	\$	866,737	=	\$ 21,668	\$ 2,600	\$ 1,343	\$ 25,612
Housing	2.50%	X	\$	1,145,374	=	28,634	3,436	1,775	33,846
COCC	2.50%	X	\$	687,212	=	17,180	2,062	1,065	20,307
RE Deveopment / AM	2.50%	X	\$	233,095	=	5,827	699	361	6,888
Energy services	2.50%	X	\$	318,071	=	7,952	954	493	9,399
ROSS	2.50%	X	\$	74,567	=	1,864	224	116	2,203
FSS	2.50%	X	\$	141,673	=	3,542	425	220	4,186
S+C Cotninium of Care	2.50%	X	\$	40,671	=	1,017	122	63	1,202
All other community services	2.50%	X	\$	22,597	=	565	68	35	668
Total			\$	3,529,997		\$ 88,250	\$ 10,590	\$ 5,471	\$ 104,311

### October 1, 2021

DIVISION	Increase			Wages		Increase	ER retirement contribution	ER payroll taxes	Total increase
Rent Assistance	2.50%	X	\$	888,405	=	\$ 22,210	\$ 2,665	\$ 1,377	\$ 26,252
Housing	2.50%	X	\$	1,174,008	=	29,350	3,522	1,820	34,692
COCC	2.50%	X	\$	704,392	=	17,610	2,113	1,092	20,815
RE Deveopment / AM	2.50%	X	\$	238,922	=	5,973	717	370	7,060
Energy services	2.50%	X	\$	326,023	=	8,151	978	505	9,634
ROSS	2.50%	X	\$	76,431	=	1,911	229	118	2,259
FSS	2.50%	X	\$	145,215	=	3,630	436	225	4,291
S+C Cotninium of Care	2.50%	X	\$	41,688	=	1,042	125	65	1,232
All other community services	2.50%	X	\$	23,162	=	579	69	36	684
Total			\$	3,618,247		\$ 90,456	\$ 10,855	\$ 5,608	\$ 106,919



Which Divisions have adequate cash flows to support increases?  
Which Divisions don't have adequate cash flows to support increases?

DIVISION	NOI 2018	NOI 2019	Budget 2020	Average	Division has sufficient cash flows?	
Rent Assistance	(310,337)	36,838	-	(91,166)	N	Has sufficient reserves
Housing	639,577	917,344	(174,200)	460,907	Y	Has sufficient reserves
COCC	(250,412)	71,428	5,600	(57,795)	N	
RE Deveopment / AM	305,928	(8,182)	1,083,800	460,515	Y	See comments below.
Energy services	-	-	-	-	N	
ROSS	(111,717)	-	-	(37,239)	N	
FSS	-	-	-	-	N	
S+C Cotninium of Care	-	-	-	-	N	
All other community services	-	-	-	-	N	

For the division that don't have the adequate NOI, how are we going to subsidize the increases in staffing costs?

DIVISION	FY 2020	FY 2021	FY 2022	
Rent Assistance	\$ 44,269	\$ 69,881	\$ 96,134	Paid from program reserves
COCC	35,100	55,407	76,222	Paid from RE Development
Energy services	16,246	25,645	35,279	Paid from RE Development
ROSS	3,809	6,012	8,271	Paid from RE Development
FSS	7,236	11,422	15,714	Paid from RE Development
S+C Cotninium of Care	2,077	3,279	4,511	Paid from RE Development
All other community services	1,154	1,822	2,506	Paid from RE Development
	\$ 109,891	\$ 173,468	\$ 238,636	

Estimated RE Development Transfer Needed      65,622      103,587      142,502      RE Development's ability to cover a transfer for the proposed increase will depend on the Agency holding back development fees when collected. These funds would be used to cover future payroll. These funds therefore would not be available for purposes of reducing the debt burden to the Agency for the administrative building.

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

ORDER 20-26-02-01H

In the Matter of adopting and ratifying the  
Collective Bargaining Agreement with  
AFSCME Local 3267 and Approving Changes  
to Wages, Benefits and Other Provisions.

WHEREAS, a Collective Bargaining Agreement between Homes for Good Housing Agency and the American Federation of State, County and Municipal Employees (AFSCME) Local 3267, has been negotiated for the period of January 15, 2020 through September 30, 2022; and

WHEREAS, certain salary modifications to the agreement were negotiated; and

WHEREAS, other modifications to the agreement were negotiated; and

NOW IT IS THEREFORE ORDERED THAT: the negotiated Collective Bargaining Agreement between Homes for Good Housing Agency and AFSCME Local 3267 for the period of January 15, 2020 through September 30, 2022, is hereby adopted and ratified by the Board and the Board further authorizes the Executive Director to execute the agreement on behalf of Homes for Good Housing Agency.

This Order/Resolution No. 20-26-02-01H shall take effect immediately upon adoption, retroactive to January 15, 2020.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

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Chair, Homes for Good Board of Commissioners



# BOARD OF COMMISSIONERS AGENDA ITEM

**BOARD MEETING DATE:** 02/26/2020

**AGENDA TITLE:** In the Matter of Authorizing the Executive Director to Apply for Oregon Housing and Community Services and Oregon Health Authority Funds for the Permanent Supportive Housing Community at 13th and Tyler Streets in Eugene, Oregon

**DEPARTMENT:** Real Estate Development Division

**CONTACT :** Nora Cronin

**EXT:** 2521

**PRESENTER:** Nora Cronin

**EXT:** 2521

**ESTIMATED TIME :** 10 minutes

- ☒ **ORDER/RESOLUTION**
- ☐ **PUBLIC HEARING/ORDINANCE**
- ☐ **DISCUSSION OR PRESENTATION (NO ACTION)**
- ☐ **APPOINTMENTS**
- ☐ **REPORT**
- ☐ **PUBLIC COMMENT ANTICIPATED**

**Approval Signature**

**EXECUTIVE DIRECTOR:**

**DATE:** 02.14.2020

**LEGAL STAFF :**

**DATE:**

**MANAGEMENT STAFF:**

**DATE:**



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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: Nora Cronin, Project Development Manager

AGENDA ITEM TITLE: In the Matter of Authorizing the Executive Director to Apply for Oregon Housing and Community Services and Oregon Health Authority Funds for the Permanent Supportive Housing Community at 13<sup>th</sup> and Tyler Streets in Eugene, Oregon

AGENDA DATE: February 26, 2020

### I MOTION

It is moved that the Executive Director or Real Estate Development Director is authorized to apply for Oregon Housing and Community Services and Oregon Health Authority funds for the Permanent Supportive Housing Community at 13<sup>th</sup> and Tyler Streets in Eugene, Oregon.

### II ISSUE

Homes for Good Housing Agency is developing a new permanent supportive housing community for families experiencing homelessness on a 0.74-acre parcel of land at the Lane Events Center. Oregon and Community Services and Oregon Health Authority are offering capital, rental subsidy, and service subsidy funding in a mini-NOFA (Notice of Funding Availability).

A board order is required to authorize Homes for Good Housing Agency to apply for specific program funds through the mini-NOFA, accept program regulations and responsibilities, and indicate authorized signers. This memorandum requests such board authorization.

### III DISCUSSION

#### A. Background/Analysis

Lane County and Homes for Good, along with ShelterCare (service provider) and Quantum Residential (property management), have been working together to develop a new permanent supportive housing (PSH) community to serve families experiencing homeless. On October 8, 2019, this team was selected as part of Oregon Housing and Community Services' PSH Cohort to receive technical assistance and training. Additionally, OHCS will release a mini-NOFA for capital, rental subsidy, and service subsidy for PSH projects as part of the PSH Cohort.

On February 4, 2020, the Lane County Board of Commissioners passed a board order approving the use of 0.74 acres of Lane County owned land at the Lane Events Center for Permanent Supportive Housing. Lane County has engaged with Homes for Good to develop this property as permanent supportive housing.

Homes for Good intends to develop approximately 15 units of multi-family housing on the site. This will include a mixture of two- and three-bedroom units, community space, off-street parking, and an outdoor play area. The target population is families experiencing homelessness and referred from the Coordinated Entry Central Wait List.

Homes for Good will request capital funding and service subsidy through the mini-NOFA and plans to apply for Project-Based Vouchers for rental assistance.

B. Recommendation

Approval of the proposed motion.

C. Timing

Upon Board approval, the Project Development Manager, with assistance from the Real Estate Development Director and Executive Director, will prepare mini-NOFA materials and submit the application by the due date. The mini-NOFA will be released imminently and will be due with 2-3 weeks after it is released.

**IV** IMPLEMENTATION/FOLLOW-UP

None required.

**V** ATTACHMENTS

None



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

ORDER 20-26-02-02H

In the Matter of Authorizing the Executive  
Director to Apply for Oregon Housing and  
Community Services and Oregon Health  
Authority Funds for the Permanent  
Supportive Housing Community at 13th and  
Tyler Streets in Eugene, Oregon

WHEREAS, Homes for Good Housing Agency recognizes the need to address the issue of families in our community that have been experiencing homelessness;

WHEREAS, Homes for Good Housing Agency has undertaken the development of a Permanent Supportive Housing community on the corner of 13<sup>th</sup> and Tyler Streets in Eugene, Oregon to address this community need; and

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

NOW IT IS THEREFORE ORDERED THAT:

The Homes for Good Housing Agency resolves to develop a 15-unit Permanent Supportive Housing development for the families experiencing homelessness;

The Executive Director or Real Estate Development Director is authorized to apply for Oregon Housing and Community Services and Oregon Health Authority funds for the Permanent Supportive Housing Community at 13th and Tyler Streets in Eugene, Oregon;

Homes for Good Housing Agency will accept the responsibilities and requirements of the specific program funds through the funding application;

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

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

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

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

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Chair, Homes for Good Board of Commissioners



# BOARD OF COMMISSIONERS AGENDA ITEM

**BOARD MEETING DATE:** 02/26/2020

**AGENDA TITLE:** ORDER/In the Matter Authorizing the Executive Director or the Executive Director's designee to execute the Sale of Properties as authorized through the Rental Assistance Demonstration (RAD) Program.

**DEPARTMENT:** Real Estate Development Division

**CONTACT :** Spencer McCoy

**EXT:** 2514

**PRESENTER:** Spencer McCoy

**EXT:** 2514

**ESTIMATED TIME :** 10 minutes

- ☒ **ORDER/RESOLUTION**
- ☐ **PUBLIC HEARING/ORDINANCE**
- ☐ **DISCUSSION OR PRESENTATION (NO ACTION)**
- ☐ **APPOINTMENTS**
- ☐ **REPORT**
- ☐ **PUBLIC COMMENT ANTICIPATED**

**Approval Signature**

**EXECUTIVE DIRECTOR:**

**DATE:** 02.14.2020

**LEGAL STAFF :**

**DATE:**

**MANAGEMENT STAFF:**

**DATE:**



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## HOMES FOR GOOD MEMORANDUM

TO: Homes for Good Board of Commissioners

FROM: Spencer McCoy, Project Developer

AGENDA ITEM TITLE: ORDER/ In the Matter Authorizing the Executive Director or the Executive Director's designee to execute the Sale of Properties as authorized through the Rental Assistance Demonstration (RAD) Program.

AGENDA DATE: February 26, 2020

### I MOTION

It is moved that the Board adopt an Order authorizing the Executive Director or the Executive Director's designee to negotiate the sale of and to execute all required documents associated with the sale of 86 properties (100 units) through the Rental Assistance Demonstration (RAD) program in Springfield and Eugene Oregon.

### II ISSUE

Homes for Good Housing Agency began Rental Assistance Demonstration (RAD) conversion planning in 2013. Since then, Homes for Good Housing Agency obtained a multi-phase award to convert 112 public housing scattered site subsidies to a section 8 platform in a multifamily setting. The first phase, containing 12 units, has been completed. This resulted in 12 scattered site units converting these subsidies into Project Based Vouchers (PBV) at the Richardson Bridge Apartments.

The RAD application for the second phase, containing 100 units, was submitted in June of 2018. Homes for Good Housing Agency received approval from HUD in February 2020 to sell the 100 units and the Deeds of Trust were released to allow sale of the properties. 83 of the units are in Eugene and 17 in Springfield. The rental assistance for these 100 units will be converted into 100 Project Based Vouchers (PBV) at a new 48 unit apartment complex on Taney Street in Eugene and a 70 unit apartment complex in Springfield (53 units will be PBV). The homes will be sold at Fair Market value once residents in these units have been relocated.

### III DISCUSSION

#### A. Background/Analysis

In the early 1980's Housing and Community Services Agency of Lane County (HOMES FOR GOOD) now Homes for Good, acting by and through Department of Housing and Urban Development (HUD) entered into a contract providing for a loan and annual contributions to be made by the government to assist the Local Authority to finance and operate low-rent housing in Springfield and Eugene.

Housing and Community Services Agency of Lane County acquired title of 112 properties as the Housing

Authority and Community Services Agency of Lane County, Housing Authority and Urban Renewal Agency of Lane County, Oregon and the Lane County Community Action Program. These are the properties referred to as the "Public Housing Scattered sites". At that time Declarations of Trust were recorded which declared the subject properties to be held in trust to ensure affordability.

In April of 2016 the HOMES FOR GOOD Board of Commissioners authorized the Executive Director to execute a Rental Assistance Demonstration (RAD) Program Application and Multi-Phase Application with HUD (Order #16-04-19-01H). This application, to allow the sale of 12 units was approved in August of 2016 and allowed sale of 12 of the scattered sites. These scattered sites were sold at Fair Market Value in 2017 and 2018.

Pursuant to a Rental Assistance Demonstration (RAD) Conversion Commitment dated January 3, 2020, HUD authorized the partial conversion of the project from mixed-finance public housing to Section 8 assistance under the RAD program. In order to convert the project, Homes for Good subsequently fulfilled milestones and deadlines which resulted in HUD signing Releases of Trust for the 86 properties listed in the attached Exhibit A in February of 2020.

Homes for Good has held numerous resident meetings with scattered site residents to discuss the sale and relocation and has engaged DDV Consulting to assist with the relocation of the residents from the scattered sites consistent with the HUD approved relocation plan and the Uniform Relocation Act. Homes for Good staff is working with approximately 20 of the current residents to try and prepare them to purchase the home they are living in and providing options including the Section 8 homeownership program. Homes for Good has also partnered with DevNW to allow opportunities for first time homebuyers coming through the DevNW homeownership program to have a chance to purchase these homes.

With the Releases of Trust Homes for Good can proceed to sell the 86 properties at Fair Market Value. Homes for Good issued an RFP for real estate agent services to sell the scattered sites. St. Claire Properties was the successful respondent. Homes for Good has been working with St. Claire Properties to prepare units that are already vacant for sale.

\$13 million of the proceeds from the sales of these units will be used to build the replacement housing with the remaining funds being deposited in an account which requires the funds to be used for the preservation support and development of affordable housing.

B. Recommendation

Approval of the proposed motion.

C. Timing

Upon Board approval, sales of the sites will begin and proper documents executed for each transaction.

**IV** IMPLEMENTATION/FOLLOW-UP

None required.

**V** ATTACHMENTS

Exhibit A: Scattered Site Addresses

Exhibit A

Project No. ON 6-15

1. 1203 & 1209 North Park Ave, Eugene, OR. 97404
2. 326 & 328 S. 51<sup>st</sup> Pl. Springfield, OR. 97478
3. 316 & 318 S. 51<sup>st</sup> Pl. Springfield, OR. 97478
4. 841 & 843 Maxwell Rd. Eugene, OR. 97404
5. 2456 Carbona St. Eugene, OR 97404
6. 4581 Souza St. Eugene, OR. 97402
7. 495 & 497 N. 52<sup>nd</sup> St. Springfield, OR. 97478
8. 2506 Canterbury St. Eugene, OR. 97404
9. 4850 Jessen Dr. Eugene, OR. 97402
10. 4860 Jessen Dr. Eugene, OR. 97402
11. 1243 Waite St. Eugene, OR. 97402
12. 2245 Laurelhurst Dr 97402 Eugene, OR 97402
13. 5075 East E St. Springfield, OR. 97478
14. 1249 N 6<sup>th</sup> St. Springfield, OR. 97477
15. 2060 Amirante St. Eugene, OR. 97402
16. 5148 Trevon St. Eugene, OR. 97402
17. 426 S. 37<sup>th</sup> Pl. Springfield, OR. 97478
18. 810 Sycamore Ave & 290 Ash St. Eugene, OR. 97402
19. 820 Ivy Ave Eugene, OR. 97404
20. 4901 D. St. Springfield, OR. 97478

Project No. OR16P006020

21. 1920 Lemming Ave Eugene, OR 97401
22. 2078 Shiloh St Eugene, OR 97401
23. 2702 Tomahawk Ln Eugene, OR 97401
24. 2704 Tomahawk Ln Eugene, OR 97401
25. 1910 Chambers St. Eugene, OR 97405
26. 1610 W 22<sup>nd</sup> Ave Eugene, OR 97405
27. 511 Panda Loop 97401 Eugene, OR 97401
28. 1144 Valley Butte Dr Eugene, OR 97401
29. 1987 Shiloh St Eugene, OR 97401

Project No. OR16P006023

30. 1860 Brewer Ave 97401 Eugene, OR 97401
31. 2341 Willona Park 97401 Eugene, OR 97408
32. 260 Vernal St 97401 Eugene, OR 97401
33. 2791 Gilham Rd 97408 Eugene, OR 97408
34. 310 Rustic Pl 97401 Eugene, OR 97401
35. 2125 Medina 97401 Eugene, OR 97401
36. 2823 Applewood Ln 97401 Eugene, OR 97408

37. 1908 Carmel Ave 97401 Eugene, OR 97401
38. 1150 E. 41<sup>st</sup> 97405 Eugene, OR 97405
39. 870 E 36th Pl 97405 Eugene, OR 97405
40. 3540 Gilham Rd 97401 Eugene, OR 97408
41. 4855 Center Way 97405 Eugene, OR 97405
42. 2335 Willona Park 97401 Eugene, OR 97408
43. 455 Panda Loop 97401 Eugene, OR 97401
44. 548 Kodiak St. 97401 Eugene, OR 97401
45. 702 & 704 Foothill Dr 97405 Eugene, OR 97405
46. 3479 Kevington Ave 97405 Eugene, OR 97405
47. 1894 Four Oaks Grange Rd 97405 Eugene, OR 97405
48. 3359 W. 14th Ave 97402 Eugene, OR 97402
49. 3751 Plumtree Dr 97402 Eugene, OR 97402
50. 3950 Pam St 97402 Eugene, OR 97402
51. 3696 Plumtree Dr 97402 Eugene, OR 97402
52. 2240 Van Buren St 97405 Eugene, OR 97405
53. 3663 Plumtree Dr 97402 Eugene, OR 97402
54. 3975 Pam St 97402 Eugene, OR 97402
55. 4008 Josh St 97402 Eugene, OR 97402
56. 3965 Josh St 97402 Eugene, OR 97402
57. 4038 Josh St 97402 Eugene, OR 97402
58. 3990 Josh St 97402 Eugene, OR 97402
59. 3911 Josh St 97402 Eugene, OR 97402
60. 2015 Princeton Dr 97405 Eugene, OR 97405
61. 4020 Josh St 97402 Eugene, OR 97402
62. 2375 Polk St 97405 Eugene, OR 97405
63. 4010 Josh St 97402 Eugene, OR 97402

Project No. OR006017

64. 1467 Centennial Blvd, Springfield, OR. 97477
65. 812 Ivy Ave, Eugene, OR. 97404
66. 541 Waite St, Eugene, OR. 97402
67. 1340 Aspen St, Springfield, OR. 97477
68. 2230 Arthur Court, Eugene, OR. 97404
69. 216 & 218 Crocker Lane, Eugene, OR. 97407
70. 2546 Centennial Blvd, Springfield, OR. 97477
71. 610 N. 34<sup>th</sup> Street, Springfield, OR. 97478
72. 85 & 95 E. 39<sup>th</sup> Ave, Eugene, OR. 97404
73. 1235 & 1243 N. Park Ave, Eugene, OR. 97404
74. 895 & 897 Nadine Ave, Eugene, OR. 97404
75. 749 Maxwell Road, Eugene, OR. 97404
76. 4340 Aster St, Springfield, OR. 97478
77. 3664 Banner, Eugene, OR. 97404
78. 2332 Shady Lane Dr., Springfield, OR. 97477



- 79. 362 N 52nd Pl, Springfield, OR. 97478
- 80. 1040 N. Park Ave, Eugene, OR. 97404

Project No. OR 6-16

- 81. 5253 Alphonse & 2090 Lemuria St. Eugene, OR. 97402
- 82. 2077 Lemuria St. & 5211 Mahe Ave Eugene, OR. 97402
- 83. 5159 Astove Ave & 2044 Assumption St. Eugene, OR. 97402
- 84. 4253 Marcum Lane, Eugene, OR. 97402
- 85. 4257 Marcum Lane, Eugene, OR. 97402
- 86. 4261 Marcum Lane, Eugene, OR. 97402

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

ORDER 20-26-02-03H

ORDER/In the Matter Authorizing the Executive Director or the Executive Director's designee to execute the Sale of Properties as authorized through the Rental Assistance Demonstration (RAD) Program.

WHEREAS, Homes for Good Housing Agency acting by and through Department of Housing and Urban Development (HUD) previously entered into a contract providing for a loan and annual contributions to be made by the government to assist the Local Authority to finance and operate low-rent housing in Springfield and Eugene;

WHEREAS, HUD previously authorized the development of 112 units of scattered site public housing:

WHEREAS, Homes for Good Housing Agency acquired title of the public housing properties as the Housing Authority and Community Services Agency of Lane County, Housing Authority and Urban Renewal Agency of Lane County, Oregon and the Lane County Community Action Program;

WHEREAS, the Local Authority by Declaration of Trust declared the subject properties to be held in trust to ensure affordability;

WHEREAS, Pursuant to a Rental Assistance Demonstration (RAD) Conversion Commitment dated January 3, 2020, HUD authorized the conversion of the project from mixed-finance public housing to Section 8 assistance under the RAD program;

WHEREAS, Homes for Good Housing Agency applied to sell 112 scattered site public housing units through the Rental Assistance Demonstration (RAD) Program Application and Multi-Phase Application with HUD;

WHEREAS, Homes for Good Housing Agency previously sold 12 units of the scattered sites and transferred the assistance into Richardson Bridge Apartments as Project Based Vouchers (PBV).

WHEREAS, the application to allow the sale of 100 units from Project No. OR16P006023, No. OR16P006020, No. OR006017, No. OR 6-16, No. ON 6-15, was approved in January of 2020;

WHEREAS, to accomplish the RAD conversion, the government agreed to release from Declaration of Trust the remaining 100 units of the 5 projects;

WHEREAS, residents in the units will be offered the chance to purchase their home and if they do not, offered the option of the right to return to one of the new apartment complexes;

WHEREAS, residents that do not purchase their home or choose the right to return will be relocated consistent with HUD Uniform Relocation Act (URA) requirements;

WHEREAS, Homes for Good has partnered with NEDCO to provide opportunities to first time homebuyers to buy these properties;

WHEREAS; Homes for Good will use proceeds of the sales to preserve, support and develop affordable housing;

NOW IT IS THEREFORE ORDERED THAT:

The Executive Director or the Executive Director's designee is authorized to negotiate the sale of and to execute all required documents associated with the sale of the following properties:

Project No. ON 6-15

1. 1203 & 1209 North Park Ave, Eugene, OR. 97404
2. 326 & 328 S. 51st Pl. Springfield, OR. 97478
3. 316 & 318 S. 51st Pl. Springfield, OR. 97478
4. 841 & 843 Maxwell Rd. Eugene, OR. 97404
5. 2456 Carbona St. Eugene, OR 97404
6. 4581 Souza St. Eugene, OR. 97402
7. 495 & 497 N. 52nd St. Springfield, OR. 97478
8. 2506 Canterbury St. Eugene, OR. 97404
9. 4850 Jessen Dr. Eugene, OR. 97402
10. 4860 Jessen Dr. Eugene, OR. 97402
11. 1243 Waite St. Eugene, OR. 97402
12. 2245 Laurelhurst Dr 97402 Eugene, OR 97402
13. 5075 East E St. Springfield, OR. 97478
14. 1249 N 6th St. Springfield, OR. 97477
15. 2060 Amirante St. Eugene, OR. 97402
16. 5148 Trevon St. Eugene, OR. 97402
17. 426 S. 37th Pl. Springfield, OR. 97478
18. 810 Sycamore Ave & 290 Ash St. Eugene, OR. 97402
19. 820 Ivy Ave Eugene, OR. 97404
20. 4901 D. St. Springfield, OR. 97478

Project No. OR16P006020

21. 1920 Lemming Ave Eugene, OR 97401

22. 2078 Shiloh St Eugene, OR 97401
23. 2702 Tomahawk Ln Eugene, OR 97401
24. 2704 Tomahawk Ln Eugene, OR 97401
25. 1910 Chambers St. Eugene, OR 97405
26. 1610 W 22nd Ave Eugene, OR 97405
27. 511 Panda Loop 97401 Eugene, OR 97401
28. 1144 Valley Butte Dr Eugene, OR 97401
29. 1987 Shiloh St Eugene, OR 97401

Project No. OR16P006023

30. 1860 Brewer Ave 97401 Eugene, OR 97401
31. 2341 Willona Park 97401 Eugene, OR 97408
32. 260 Vernal St 97401 Eugene, OR 97401
33. 2791 Gilham Rd 97408 Eugene, OR 97408
34. 310 Rustic Pl 97401 Eugene, OR 97401
35. 2125 Medina 97401 Eugene, OR 97401
36. 2823 Applewood Ln 97401 Eugene, OR 97408
37. 1908 Carmel Ave 97401 Eugene, OR 97401
38. 1150 E. 41st 97405 Eugene, OR 97405
39. 870 E 36th Pl 97405 Eugene, OR 97405
40. 3540 Gilham Rd 97401 Eugene, OR 97408
41. 4855 Center Way 97405 Eugene, OR 97405
42. 2335 Willona Park 97401 Eugene, OR 97408
43. 455 Panda Loop 97401 Eugene, OR 97401
44. 548 Kodiak St. 97401 Eugene, OR 97401
45. 702 & 704 Foothill Dr 97405 Eugene, OR 97405
46. 3479 Kevington Ave 97405 Eugene, OR 97405
47. 1894 Four Oaks Grange Rd 97405 Eugene, OR 97405
48. 3359 W. 14th Ave 97402 Eugene, OR 97402
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- 55. 4008 Josh St 97402 Eugene, OR 97402
- 56. 3965 Josh St 97402 Eugene, OR 97402
- 57. 4038 Josh St 97402 Eugene, OR 97402
- 58. 3990 Josh St 97402 Eugene, OR 97402
- 59. 3911 Josh St 97402 Eugene, OR 97402
- 60. 2015 Princeton Dr 97405 Eugene, OR 97405
- 61. 4020 Josh St 97402 Eugene, OR 97402
- 62. 2375 Polk St 97405 Eugene, OR 97405
- 63. 4010 Josh St 97402 Eugene, OR 97402

Project No. OR006017

- 64. 1467 Centennial Blvd, Springfield, OR. 97477
- 65. 812 Ivy Ave, Eugene, OR. 97404
- 66. 541 Waite St, Eugene, OR. 97402
- 67. 1340 Aspen St, Springfield, OR. 97477
- 68. 2230 Arthur Court, Eugene, OR. 97404
- 69. 216 & 218 Crocker Lane, Eugene, OR. 97407
- 70. 2546 Centennial Blvd, Springfield, OR. 97477
- 71. 610 N. 34th Street, Springfield, OR. 97478
- 72. 85 & 95 E. 39th Ave, Eugene, OR. 97404
- 73. 1235 & 1243 N. Park Ave, Eugene, OR. 97404
- 74. 895 & 897 Nadine Ave, Eugene, OR. 97404
- 75. 749 Maxwell Road, Eugene, OR. 97404
- 76. 4340 Aster St, Springfield, OR. 97478
- 77. 3664 Banner, Eugene, OR. 97404
- 78. 2332 Shady Lane Dr., Springfield, OR. 97477
- 79. 362 N 52nd Pl, Springfield, OR. 97478
- 80. 1040 N. Park Ave, Eugene, OR. 97404

Project No. OR 6-16

- 81. 5253 Alphonse & 2090 Lemuria St. Eugene, OR. 97402
- 82. 2077 Lemuria St. & 5211 Mahe Ave Eugene, OR. 97402
- 83. 5159 Astove Ave & 2044 Assumption St. Eugene, OR. 97402
- 84. 4253 Marcum Lane, Eugene, OR. 97402
- 85. 4257 Marcum Lane, Eugene, OR. 97402
- 86. 4261 Marcum Lane, Eugene, OR. 97402

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

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Chair, Homes for Good Board of Commissioners





# BOARD OF COMMISSIONERS AGENDA ITEM

**BOARD MEETING DATE:** 02/26/2020

**AGENDA TITLE:** In the Matter of Approving Contracts 20-P-0015 and 20-P-0016 for Tax Credit Counsel Services for Homes for Good Housing Agency

**DEPARTMENT:** Real Estate Development Division

**CONTACT :** Steve Ochs

**EXT:** 2530

**PRESENTER:** Steve Ochs

**EXT:** 2530

**ESTIMATED TIME :** 10 minutes

- ☒ **ORDER/RESOLUTION**
- ☐ **PUBLIC HEARING/ORDINANCE**
- ☐ **DISCUSSION OR PRESENTATION (NO ACTION)**
- ☐ **APPOINTMENTS**
- ☐ **REPORT**
- ☐ **PUBLIC COMMENT ANTICIPATED**

**Approval Signature**

**EXECUTIVE DIRECTOR:**

**DATE:** 02.14.2020

**LEGAL STAFF :**

**DATE:**

**MANAGEMENT STAFF:**

**DATE:**



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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: ORDER/ In the Matter of Approving Contracts 20-P-0015 and 20-P-0016 for Tax Credit Counsel Services for Homes for Good Housing Agency

AGENDA DATE: February 26, 2020

### I MOTION

It is moved that the Agency is authorized to award contracts 20-P-00XX and 20-P-00XX (Tax Credit Counsel Services) to the firms Kantor Taylor PC and Winthrop & Weinstine.

### II ISSUE

Homes for Good Housing Agency has been building affordable housing since the early 1990's using Low Income Housing Tax Credits (LIHTC). Use of LIHTC requires specialized attorney representation due to the complexity of the program. Doug Blomgren an attorney with the firm Bateman Siedel has provided tax credit attorney services to Homes for Good for many years. He has retired prompting the need for Homes for Good to find new tax credit attorney representation.

### III DISCUSSION

#### A. Background/Analysis

The Agency is expecting to develop a variety of developments over the next few years using a variety of funding tools including Oregon Housing and Community Services (OHCS) 9% and 4% low income housing tax credits. The Agency also expects to convert all or a portion of its Public Housing through the Rental Assistance Demonstration (RAD) program in the coming years (which often includes the use of tax credits). The attorney that has represented Homes for Good in tax credit matters has retired in January of this year, but has stayed on to help close the RAD Phase 2 development.

In October of 2019 Homes for Good Housing Agency issued a Request for Proposals for Tax Credit Counsel Services from qualified firms to provide comprehensive Real Estate and Tax Credit Counsel services to the Real Estate Development team for a term of 3-5 years. To ensure enough capacity the Agency noted that it intended to enter into a contract with the top two qualified firms.

Homes for Good received proposals from 5 qualified firms. Proposals were evaluated on numerous criteria including professional record, capacity to perform work, fee structure and expense and level of insurance. After evaluation of the 5 firms, Homes for Good conducted phone interviews with the top 4 firms and subsequently called references for these firms.

Following evaluation, interviews and reference checks two firms stood out as the most qualified and best fits for the Agency. The selection committee recommended to the Executive Director that we enter into Professional Service Agreements with the two firms below. The agreements will include fixed hourly rates and provide that fees for specific projects be billed as not to exceed amounts based on the complexity of each project.

Kantor Taylor, based in Seattle Washington is focused on providing legal services specifically to housing authorities and community development partners engaged in affordable housing and has provided legal representation in over 1,000 Low Income Housing Tax Credit (LIHTC) developments throughout the country.

Winthrop & Weinstine, based in Minneapolis, Minnesota also represents a large number of Housing Authorities and has closed more than 1,000 deals using the LIHTC program. In addition they also specialize in HUD compliance and Rental Assistance Demonstration (RAD) developments.

**B. Recommendation**

Approval of the proposed motion.

**C. Timing**

Upon Board approval, Homes for Good will enter into professional service agreements with the two firms

**IV IMPLEMENTATION/FOLLOW-UP**

None required.

**V ATTACHMENTS**

None

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

ORDER 20-26-02-04H

ORDER/ In the Matter of Approving Contracts  
20-P-0015 and 20-P-0016 for Tax Credit  
Counsel Services for Homes for Good Housing  
Agency

WHEREAS, Homes for Good Housing Agency uses the Low Income Housing Tax Credit (LIHTC) program to build affordable housing;

WHEREAS, LIHTC requires specialized attorney representation due to the complexity of the program;

WHEREAS, The Agency is expecting to develop a variety of developments over the next few years using a variety of funding tools including Oregon Housing and Community Services (OHCS) 9% and 4% low income housing tax credits;

WHEREAS, The Agency also expects to convert all or a portion of its Public Housing through the Rental Assistance Demonstration (RAD) program in the coming years (which often includes the use of tax credits);

WHEREAS, The Agency evaluated 5 firm responses to a Request for Proposal (RFP) to provide comprehensive Real Estate and Tax Credit Counsel services to the Real Estate Development team for a term of 3-5 years;

WHEREAS, Kantor Taylor PC and Winthrop & Weinstine were evaluated as most qualified and the best fit for the Agency;

THEREFORE, BE IT RESOLVED THAT:

The Executive Director or Designee is authorized to enter into an Professional Service Agreement and Contract with the law firms of Kantor Taylor PC and Winthrop & Weinstine.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Chair, Homes for Good Board of Commissioners



# BOARD OF COMMISSIONERS AGENDA ITEM

**BOARD MEETING DATE:** 02/26/2020

**AGENDA TITLE:** Rental Assistance Demonstration (RAD) Program Scattered Site Property Sale Policy for Homes for Good Employees.

**DEPARTMENT:** Real Estate Development Division

**CONTACT :** Steve Ochs

**EXT:** 2530

**PRESENTER:** Jacob Fox

**EXT:** 2530

**ESTIMATED TIME :** 10 minutes

- ☐ ORDER/RESOLUTION
- ☐ PUBLIC HEARING/ORDINANCE
- ☒ DISCUSSION OR PRESENTATION (NO ACTION)
- ☐ APPOINTMENTS
- ☐ REPORT
- ☐ PUBLIC COMMENT ANTICIPATED

**Approval Signature**

**EXECUTIVE DIRECTOR:**

**DATE:** 02.14.2020

**LEGAL STAFF :**

**DATE:**

**MANAGEMENT STAFF:**

**DATE:**



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

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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: Discussion Item/ Rental Assistance Demonstration (RAD) Program  
Scattered Site Property Sale Policy for Homes for Good Employees.

AGENDA DATE: February 26, 2020

### I MOTION

No motion required. For discussion only.

### II ISSUE

Homes for Good Housing Agency received approval from HUD in February 2020 to sell the 100 units and the Deeds of Trust were released to allow sale of the properties. 83 of the units are in Eugene and 17 in Springfield. The homes will be sold at Fair Market value once residents in these units have been relocated. There is a chance that Homes for Good employees may want to purchase some of these homes. To ensure fairness to employees and the general public Homes for Good would like to have a policy in place in to address this issue if it arises.

### III DISCUSSION

#### A. Background/Analysis

St. Claire Properties was selected as the Realtor to sell the properties for Homes for Good through a competitive RFP process. They recommended the policy (see attachment A) to address any possible perceived fairness issues. The policy would allow employees to put in offers on homes but the offers would be looked at just like any other offer and would need to abide by all the same rules. Homes for Good staff evaluating the proposal would not be provided names or employer when evaluating proposals for home sales.

#### B. Recommendation

No recommendation needed.

#### C. Timing

### IV IMPLEMENTATION/FOLLOW-UP

None required.

### V ATTACHMENTS

Exhibit A: Home Sale Policy St. Claire Properties



January 24, 2020

Re: Homes For Good RAD Employee Purchase Policy

Homes For Good employees and employees of affiliate partner organizations shall be eligible to purchase the scatter site RAD homes under the same policies and guidelines as the general public. The ten-calendar day exposure window—which allows only first-time, owner-occupier buyers of single-family homes to make an offer on a property—should mitigate any unfair advantages of insider knowledge that Homes For Good employees/partners may be aware of.

Additionally, if/when Homes For Good employees submit an offer on the RAD portfolio, St. Clair Properties will not take employer status into account when recommending to Homes For Good which buyer/offer to select.

And finally, in order to standardize the process, should a Homes For Good employee or person from a partner organization go into contract, the decision making during negotiations will be based on the precedent set by the negotiations of previously sold RAD homes.

DocuSigned by:

*James St. Clair*

BB347983EEBC4B4...

James St. Clair, Owner/Principal Broker

DocuSigned by:

*Anton Fraga*

0D422FC0D2E848A...

Anton Fraga, Listing Agent/Transaction Coordinator

St. Clair Properties  
1670 Willamette Street  
Tel 541-579-0448  
[Team.StClairProperties@gmail.com](mailto:Team.StClairProperties@gmail.com)  
[stclairproperties.net](http://stclairproperties.net)



# BOARD OF COMMISSIONERS AGENDA ITEM

**BOARD MEETING DATE:** 02/26/2020

**AGENDA TITLE:** Section 8 Wait List Data Review

**DEPARTMENT:** Executive

**CONTACT :** Beth Ochs

**EXT:** 2547

**PRESENTER:** Beth Ochs

**EXT:** 2547

**ESTIMATED TIME :** 30 minutes

- ☐ ORDER/RESOLUTION
- ☐ PUBLIC HEARING/ORDINANCE
- ☒ DISCUSSION OR PRESENTATION (NO ACTION)
- ☐ APPOINTMENTS
- ☐ REPORT
- ☐ PUBLIC COMMENT ANTICIPATED

**Approval Signature**

**EXECUTIVE DIRECTOR:**

**DATE:**

**LEGAL STAFF :**

**DATE:**

**MANAGEMENT STAFF:**

**DATE:**





Section 8 Housing Choice Vouchers Waitlist

Homes.People.Partnerships.Good.









# Section 8 Housing Choice Voucher Waitlist Pre-Applications

Section 8 HCV Wait List HAPPY Pre-Application Data				
Waitlist Open Dates	5/18/2017 - 5/26/2017	11/12/2019 - 11/19/2019		% Change
Number of Days Open	9	8	↓	
Applications submitted	4496	4887	↑	9%
One person households	2316	2742	↑	18%
Family applications	2180	2145	↓	-2%
HoH Elderly	392	702	↑	79%
HH with a disability	2062	2490	↑	21%
Head of Household				
Male	1364	1571	↑	15%
Female	3132	3316	↑	6%
Average HH Size	1.97	1.85	↓	-6%
Average HH Income	\$20,356.95	\$15,055.70	↓	-26%

*\*Permanent Data Points*

*\*Temporary Data Points*

# Section 8 Housing Choice Voucher Waitlist Pre-Applications

Section 8 HCV Wait List HAPPY Pre-Application Data				
Waitlist Open Dates	5/18/2017 - 5/26/2017	11/12/2019 - 11/19/2019	% Change	
Number of Days Open	9	8 		
Totals by Race				
American Indian/Alaska Native	251	315 	25%	
Asian	72	91 	26%	
Black/African American	784	446 	-43%	
Native Hawaiian/Pacific Islander	85	98 	15%	
White	3560	4319 	21%	
Totals by Ethnicity				
Hispanic	463	435 	-6%	
Non-Hispanic	4033	4452 	10%	

*\*Permanent Data Points*

*\*Temporary Data Points*

# Section 8 Housing Choice Voucher Waitlist Pre-Applications

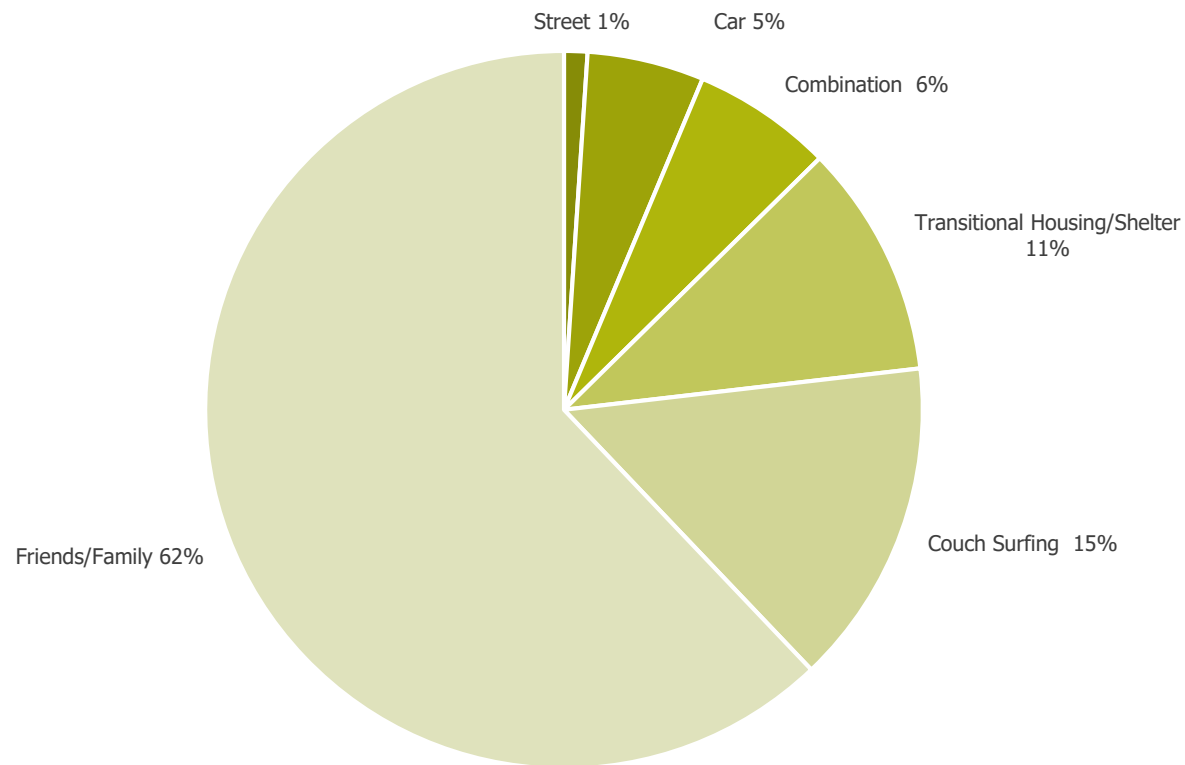
Section 8 HCV Wait List HAPPY Pre-Application Data					
Waitlist Open Dates		5/18/2017 - 5/26/2017	11/12/2019 - 11/19/2019		% Change
Number of Days Open		9	8 ↓		
Supplemental Questions					
Are you or any member of your family required to register as a sex offender?	Yes	46	50 ↑		9%
	No	4450	4837 ↑		9%
Are you a current or past tenant of any Federally-subsidized housing?	Yes	816	943 ↑		16%
	No	3680	3944 ↑		7%
Are you or anyone in your household an Active US Military personnel or a Veteran?	Yes	187	159 ↓		-15%
	No	4309	4728 ↑		10%
Are you or anyone in your household currently homeless?	Yes	N/A	2080		N/A
	No	N/A	2807		N/A
Did someone help you complete the application?	Yes	N/A	1793		N/A
	No	N/A	3094		N/A
How did you hear about our wait list opening?	Yes	N/A	4602		N/A
	No	N/A	285		N/A
Are you actively working with a social service agency in Lane County?	Yes	N/A	2087		N/A
	No	N/A	2800		N/A

*\*Permanent Data Points*

*\*Temporary Data Points*

# Section 8 Housing Choice Voucher Waitlist Pre-Applications

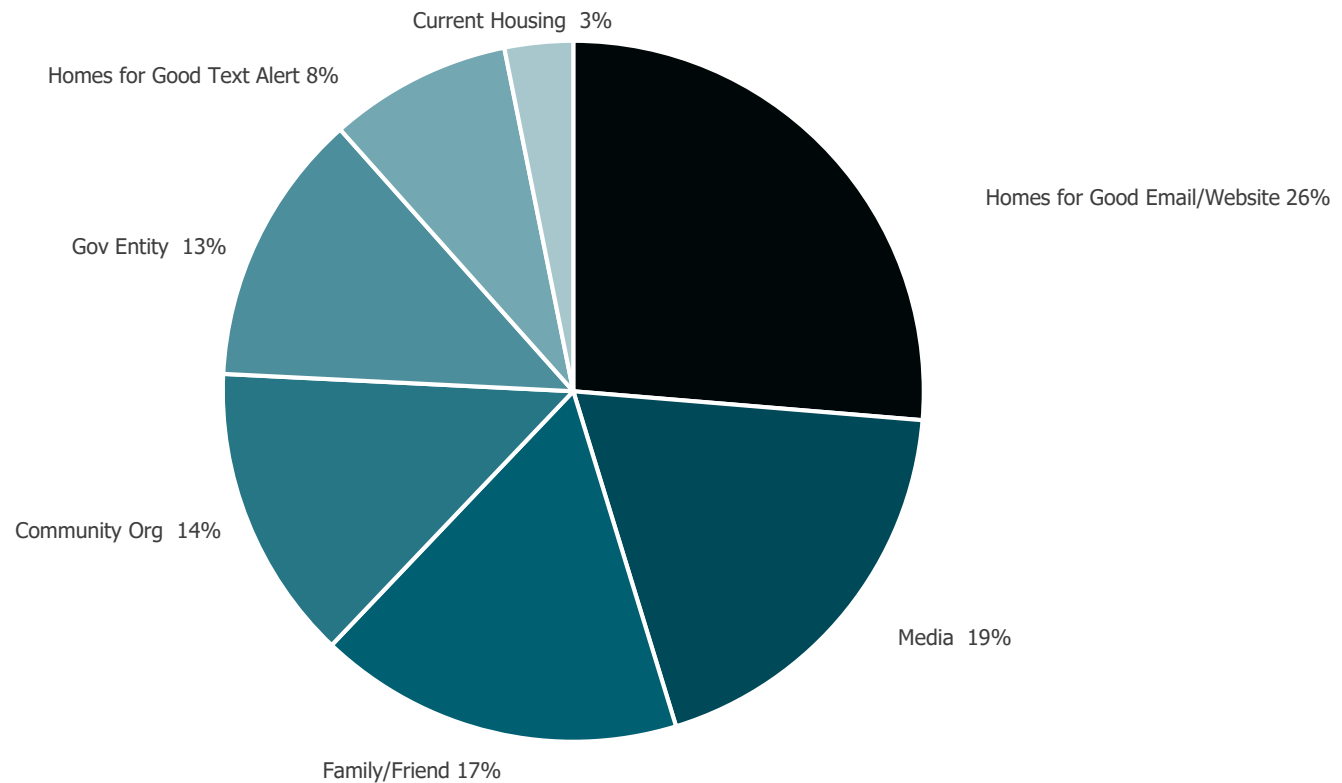
Where are 2019 Section 8 pre-applicants experiencing homelessness?





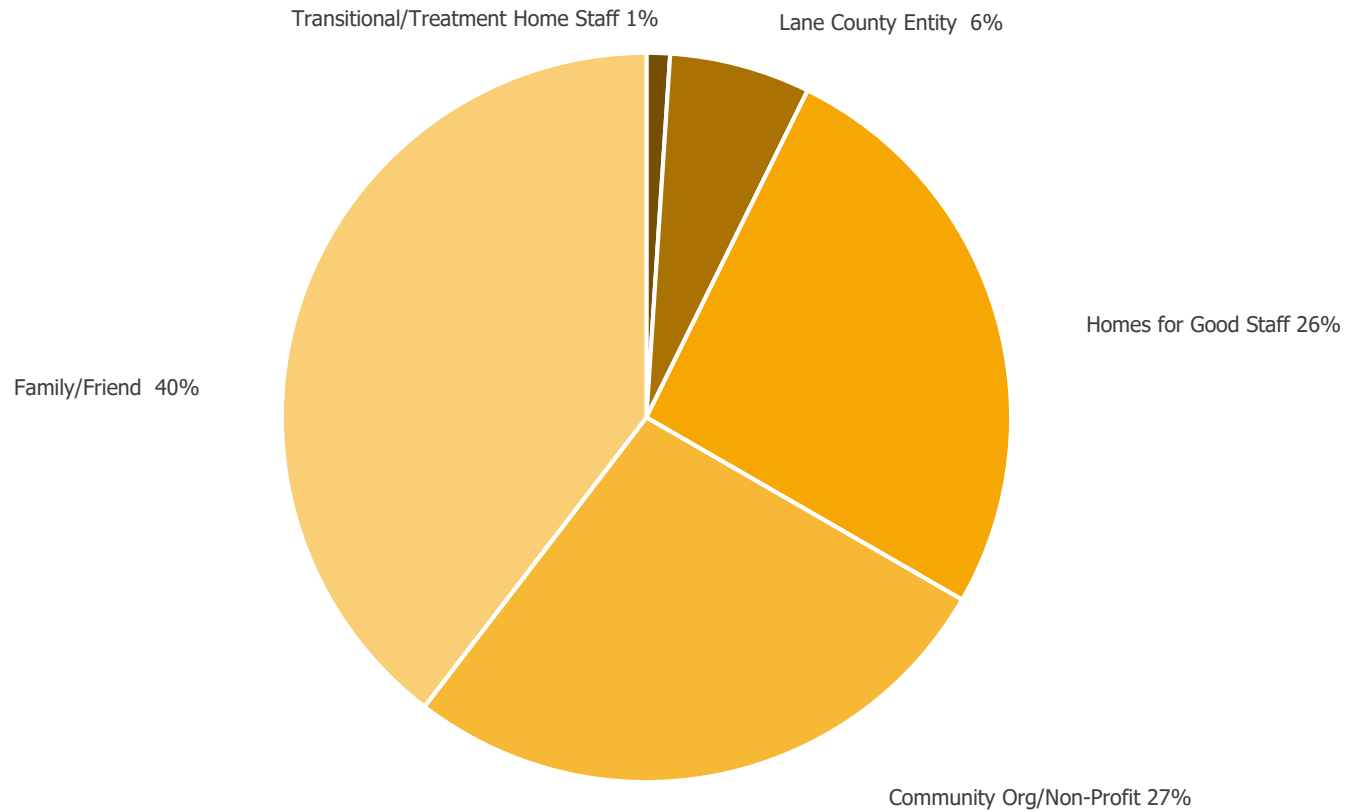
# Section 8 Housing Choice Voucher Waitlist Pre-Applications

How did pre-applicants hear about the 2019 waitlist opening?



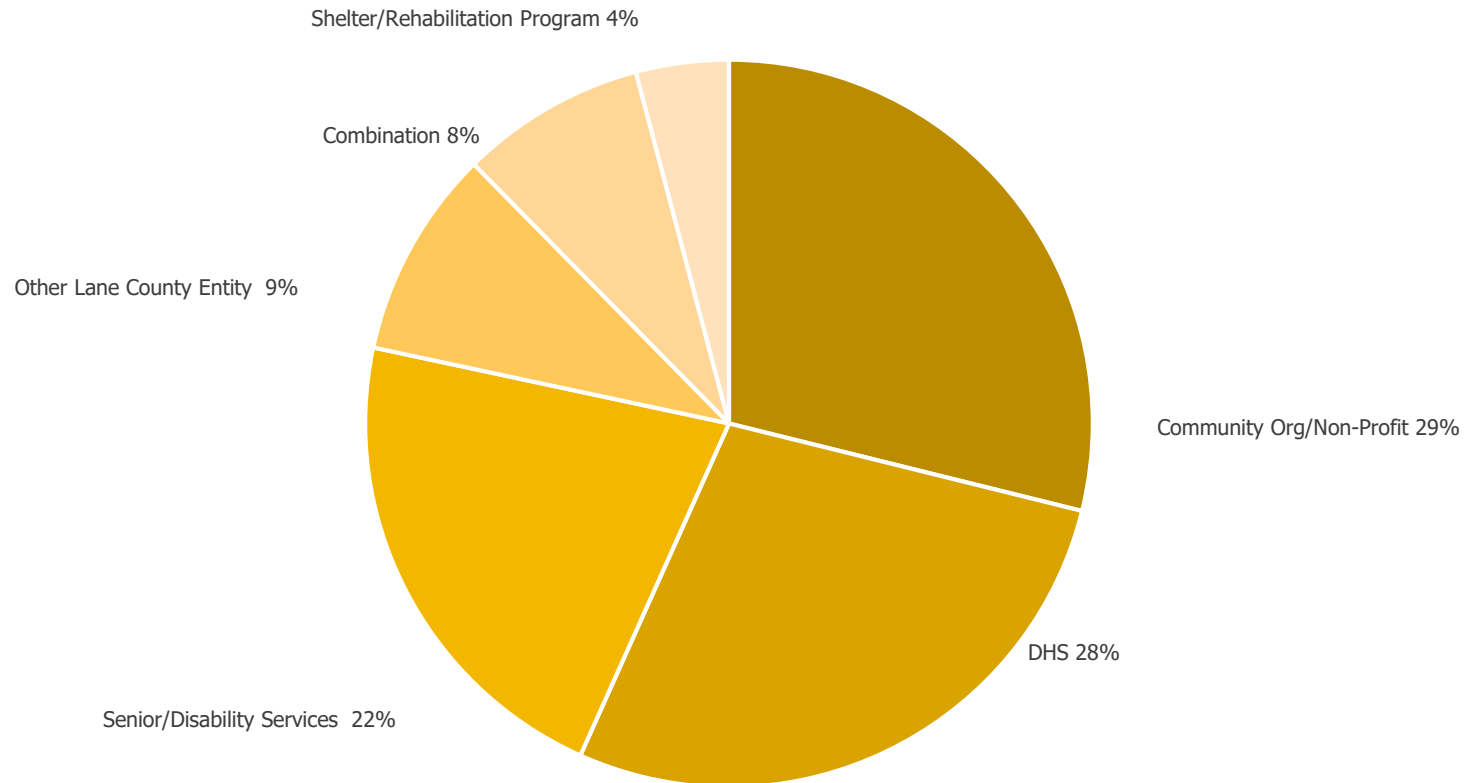
# Section 8 Housing Choice Voucher Waitlist Pre-Applications

Who helped complete the 2019 pre-applications?



# Section 8 Housing Choice Voucher Waitlist Pre-Applications

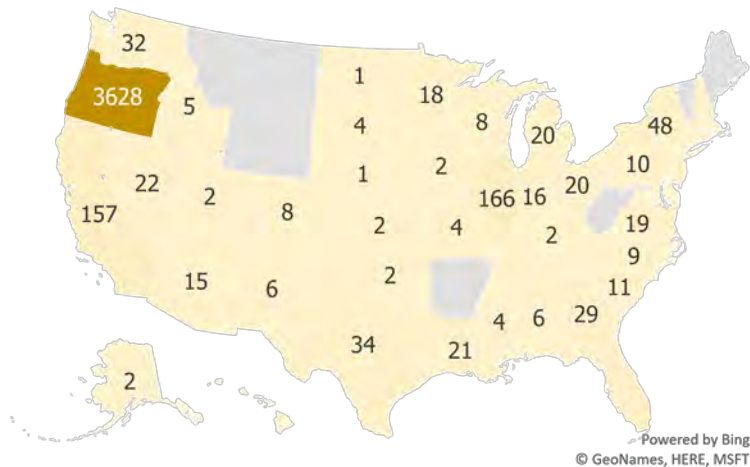
Which other community resources are 2019 pre-applicants accessing?





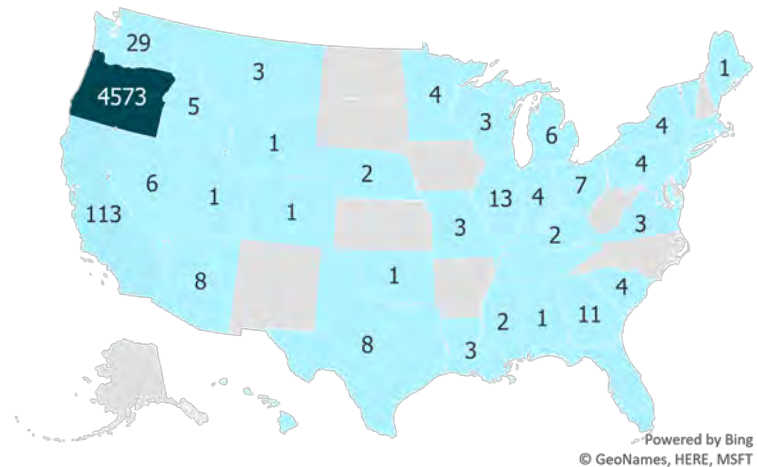
# Section 8 Housing Choice Voucher Waitlist Pre-Applications

Where did households who submitted 2017 Section 8 waitlist pre-applications apply from?



2017 Pre-Applications  
3,628 Oregon  
868 Out of State

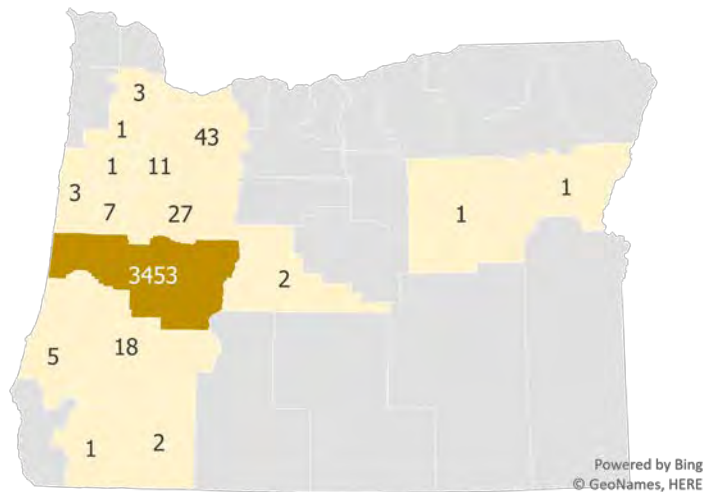
Where did households who submitted 2019 Section 8 waitlist pre-applications apply from?



2019 Pre-Applications  
4,573 Oregon  
314 Out of State

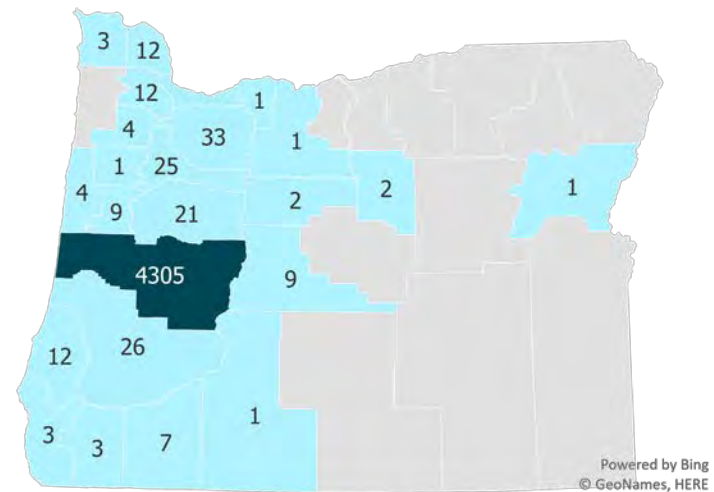
# Section 8 Housing Choice Voucher Waitlist Pre-Applications

Where did households who submitted 2017  
Section 8 waitlist pre-applications apply from?



2017 Pre-Applications  
3,453 Lane County  
175 Outside Lane County

Where did households who submitted 2019  
Section 8 waitlist pre-applications apply from?



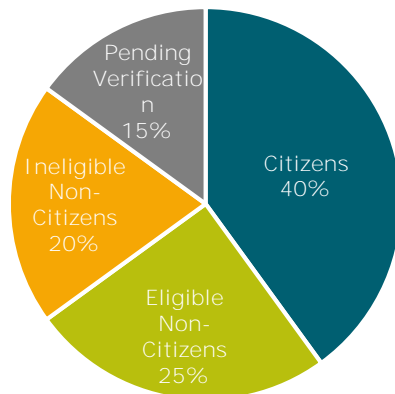
2019 Pre-Applications  
4,305 Lane County  
268 Outside Lane County

# Section 8 Housing Choice Voucher Waitlist Pre-Applications

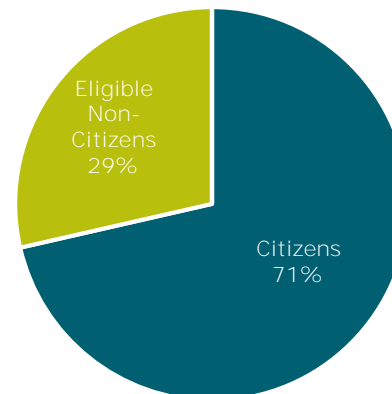
## Demographic - Language

The total number of pre-applications filled out in Spanish declined from 20 in 2017 to 7 in 2019.

What was the citizenship of people who filled out the 2017 Section 8 waitlist pre-application in Spanish?



What was the citizenship of people who filled out the 2019 Section 8 waitlist pre-application in Spanish?

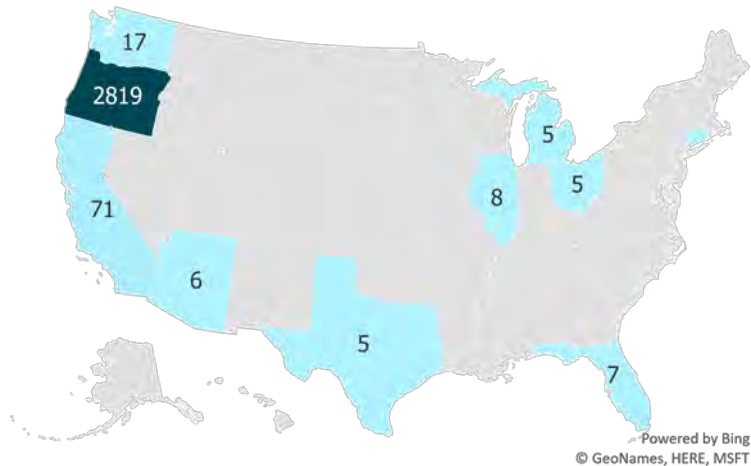


Which other languages were spoken by people selected in the 2017 Section 8 waitlist lottery?

Spanish	48
Arabic	6
French	4
Tagalog	2
Chinese	2
Other	1

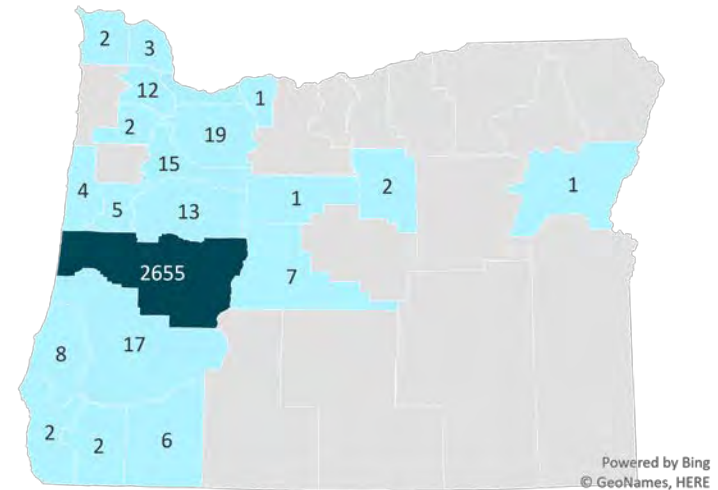
# Section 8 Housing Choice Voucher Waitlist Lottery Selected

Where did households selected in the 2019  
Section 8 waitlist lottery apply from?



2019 Selected  
2,819 Oregon  
181 Out of State

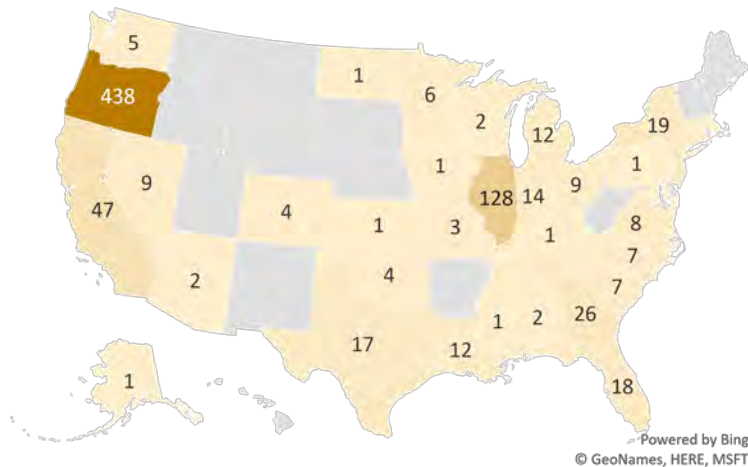
Where did households selected in the 2019  
Section 8 waitlist lottery apply from?



2019 Selected  
2,655 Lane County  
164 Outside Lane County

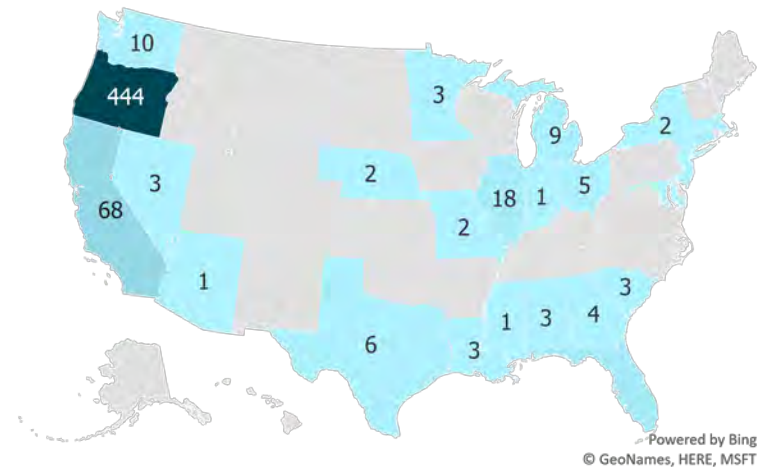
# Section 8 Housing Choice Voucher Waitlist Lottery Selected Demographics - Race

Where did Black/African American people selected in the 2017 Section 8 lottery apply from?



2017 Selected  
Demographics – Black/African American  
438 Oregon  
406 Out of State

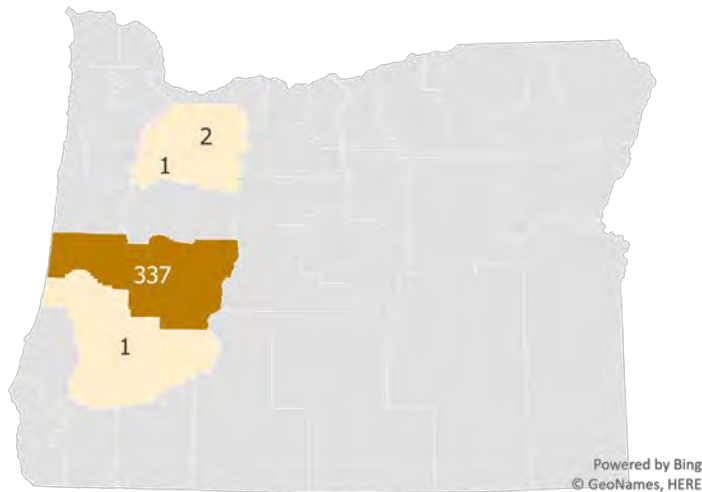
Where did Black/African American people selected in the 2019 Section 8 lottery apply from?



2019 Selected  
Demographics – Black/African American  
444 Oregon  
178 Out of State

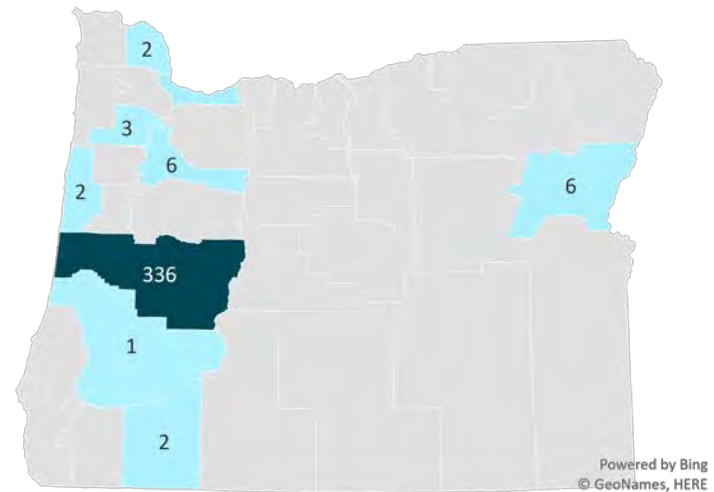
# Section 8 Housing Choice Voucher Waitlist Lottery Selected Demographics - Race

Where did American Indian/Alaska Native people selected in the 2017 Section 8 lottery apply from?



2017 Selected  
Demographics – Indian/Alaska Native  
337 Lane County  
5 Outside Lane County

Where did American Indian/Alaska Native people selected in the 2019 Section 8 lottery apply from?

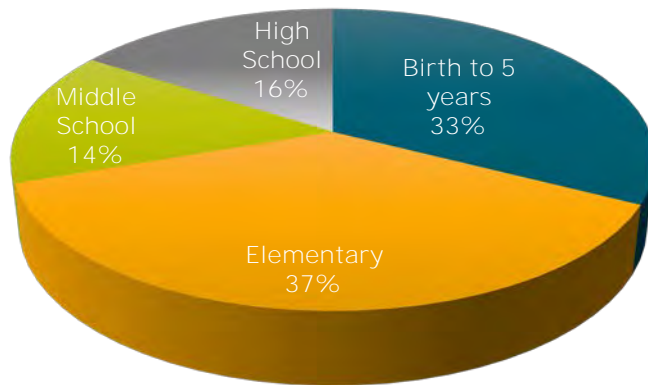


2019 Selected  
Demographics – Indian/Alaska Native  
336 Lane County  
34 Outside Lane County

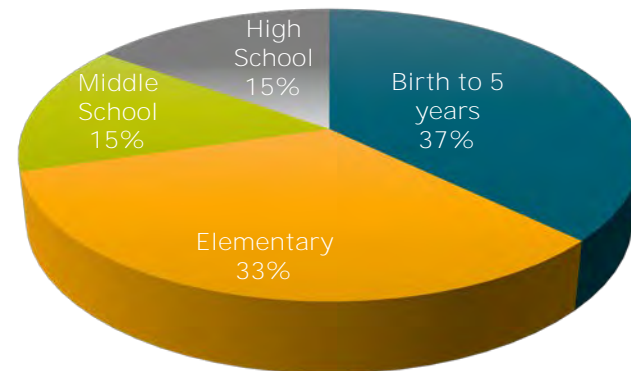


# Section 8 Housing Choice Voucher Waitlist Lottery Selected Demographics - Children

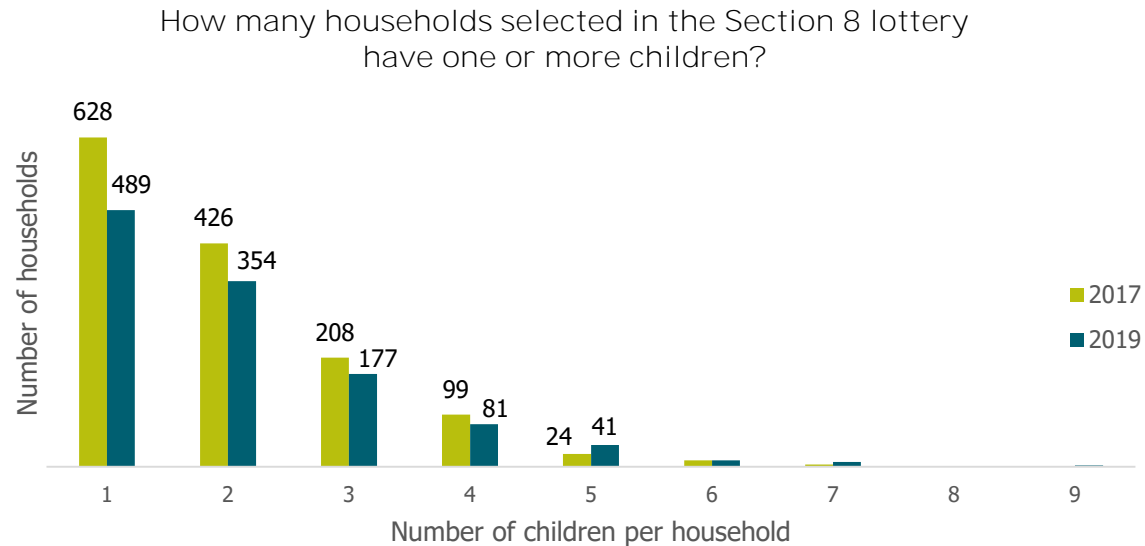
How old were children in households selected in the 2017 Section 8 lottery?



How old are children in households selected in the 2019 Section 8 lottery?



# Section 8 Housing Choice Voucher Waitlist Lottery Selected Demographics - Children

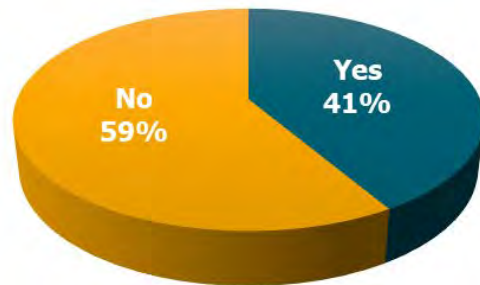


The total number of children in households selected in the 2019 Section 8 lottery is down 11%, from 2646 in 2017 to 2356 in 2019.

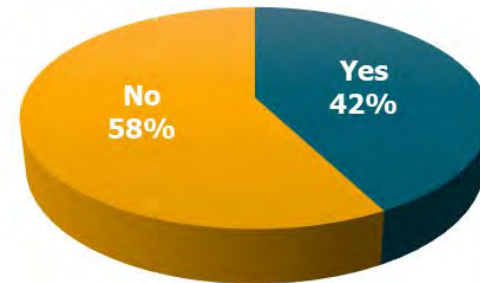


# Section 8 Housing Choice Voucher Waitlist Lottery Selected Demographics - Homelessness

How many Homeless households were selected in the 2017 lottery?

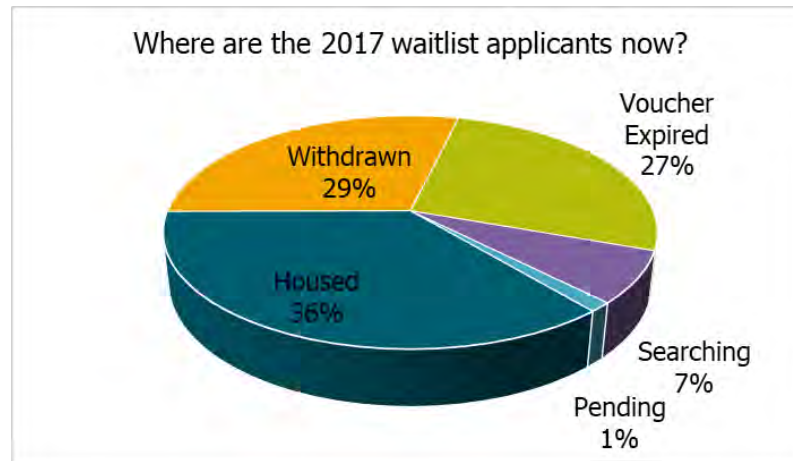


How many Homeless households were selected in the 2019 lottery?

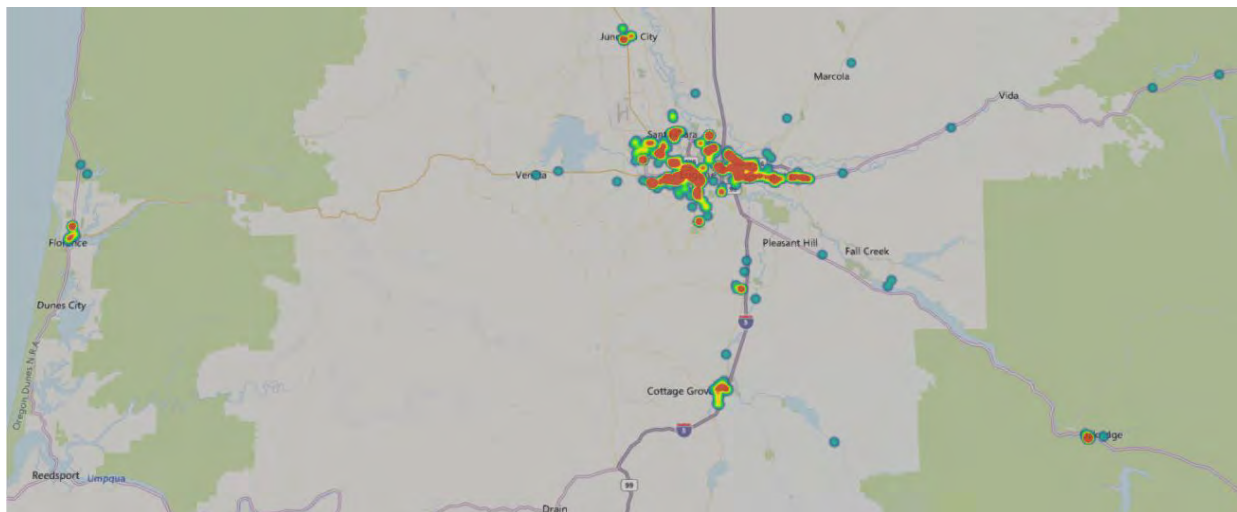


The total number of Homeless households selected in the 2019 Section 8 lottery is 1269.

# Section 8 Housing Choice Voucher Waitlist Lottery Selected



Where in Lane County are the Housed clients from the 2017 waitlist?



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Questions?

Thank you!