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Meeting Minutes

Homes for Good Housing Agency

BOARD OF COMMISSIONERS

Location of the meeting:

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

Phone: 541.682.2506

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

Wednesday, June 27th, 2018

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

1. #PUBLIC COMMENTS

None

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

None

3. PUBLIC HEARING

The public hearing will be held for the purpose of taking comments on the Agency's draft findings supporting the exemption of certain classes of special procurements and public improvement contracts from competitive bidding requirements. The draft findings are available for review on the Agency's website.

- Valerie Warner and Ross Williamson open the floor for public comment regarding updating Homes for Good's contract procurement process.
- No public comment given
- Public hearing closing at 2:36pm

4. ADJUSTMENTS TO THE AGENDA

None

5. COMMISSIONERS' BUSINESS

- *Pete Sorenson, Absent*
- *Gary Williams, Absent*

- **Char Reavis:** We need to make sure we need to ensure all board members will be in attendance and not schedule meetings over the Homes for Good board meetings.
- **Jay Bozevich:** Wednesdays are typically difficult since they are difficult coordinating with Lane County board business.
- **Jacob Fox:** In prior years, these meetings were scheduled by Diana Jones.
- **Jay Bozevich:** Our schedules are different now.
- **Pat Farr:** Wednesdays are typically better as we do not always have a board meeting. Maybe we can look at board scheduling in the near future.
- **Jay Bozevich:** Wednesday is a night meeting night. If we go passed 4pm I often have to leave.
- **Jacob Fox:** From my perspective, we are just asking to do the best you can in scheduling around Homes for Good board meetings. We still need to discuss board governance. We will go over that in the next few months.
- **Sid Leiken:** I think attendance has been solid but I'm also interested in taking a look at the governance. There seems to be growing complexity. Does it make sense to have a more focus specific board? Also, this Friday in Springfield Steve Ochs will be discussing housing issues at the Springfield Chamber of Commerce on the Solutions in Housing panel.

6. EMERGENCY BUSINESS

None

7. EXECUTIVE SESSION

"On June 27th, 2018 the Homes for Good Board will hold an Executive Session pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by the Homes for Good Board of Commissioners to negotiate real property transactions."

8. ADMINISTRATION

- A. Approval of Minutes: 05/23/2018

Motion to approve minutes: Pat Farr

Motion seconded: Sid Leiken

Motion is approved unanimously 5/0 with

Commissioners Pete Sorensen and Gary Williams excused

- B. Executive Director Report

None

- C. Order/18-27-06-01H/In the Matter of Authorizing the Homes for Good Procurement Policy(Valerie Warner, Deputy Director)

- **Valerie Warner:** Federal Grant guidance prompted this board order. Uniform guidance required that we adopt a new procurement process by July 1, 2018. Our previous process was old and outdated. This was a good opportunity to create a new process. Today's board order is to adopt Homes of Good's new procurement process.
- **Ross Williamson:** This topic meshes well with the growing agency complexities. We didn't reinvent any wheels. This is almost a direct copy of HUD provisions. Every year when the AG updates their rules we will update our rules. This is not just a one-time thing, you will be updated

each year. The agency had been using the AG's rules. We are proceeding fully with our procurement policies.

- **Jacob Fox:** I will reiterate the organization had so many business systems that were out of compliance or with no policy in place. This will keep us in compliance.
- **Ross Williamson:** In 2005 or 2004 you will remember the legislature's involvement with the procurement process. We have tailored this for smaller governments. We represent 25 cities and a fire district.

Motion to approve 18-27-06-01: Sid Leiken

Motion seconded: Jay Bozevich

Motion is approved unanimously 5/0 with

Commissioners Pete Sorensen and Gary Williams excused

D. Order/18-27-06-02H/In the Matter of Authorizing the Submission of the Annual Agency Plan for the Fiscal Year Beginning October 1, 2018 (Wesley Lucas, Property Management Division Analyst and Amy Cook, Rent Assistance Analyst)

- **Wesley Lucas:** This is the annual update of the 5 year plan. There is not much in the way of new activities. In the section of new activities, we will look into disposition and demolition which is new on this year's form and not last year. We also worked extensively with the RAB board. It has been an excellent experience. We haven't received any comment.
- **Pat Farr:** It is important to me that you get close input from the residents.
- **Wesley Lucas:** We have received good input in the area of policy. We have adjusted and improved. We get the oversight function. We have residents with regular comments and those who only comment once.
- **Char Reavis:** You have been right on the money with HUD rules.
- **Michelle Thurston:** I am glad that you started opening for public comment early.
- **Char Reavis:** I appreciate the teamwork with the staff and the residents they appreciate it.
- **Wesley Lucas:** Amy will share policy highlights.
- **Amy Cook:** Dependents subject to joint custody dropped to 50%. An additional update for October is the addition of shared housing to be allowed.
- **Jacob Fox:** Shared housing means if there is a 4-bedroom house, now Section 8 allows room rental instead of a single unit rental. The housing assistance payment could be reduced which counterbalances current rent increases.
- **Pat Farr:** Sounds like it could mesh with the homelessness strategies.
- **Jacob Fox:** We will explore how much impact we have with it.
- **Wesley Lucas:** We are proposing when we establish an MOU that we can provide a preference. We are changing the occupancy from 2 occupants per bedroom. A four bedroom would have nine occupants, and a 3 bedroom would now have seven. When we are recertifying income per income status, we are doing interim up and downs. It was widely wanted by staff and RAB for fairness mostly. It is 30% of resident's income.
- **Jacob Fox:** I appreciate Wesley and Amy for taking over the process and building clarity.
- **Char Reavis:** Could you explain the 50% custody/parenting time?
- **Amy Cook:** If there is a dispute of parenting time, it streamlines the process.

- **Wesley Lucas:** We are no longer requiring proof of who has the most custody/parenting time.
- **Wesley Lucas:** We need the board chair to sign a PHA compliance then we will submit the document to HUD.

Motion to approve 18-27-06-02: Jay Bozevich

Motion seconded: Pat Farr

Motion is approved unanimously 5/0 with

Commissioners Pete Sorensen and Gary Williams excused

E. Order/18-27-06-03H/In the Matter of Approving the Submission of the Five Year Capital Fund Action Plan 2018 – 2022 (Jared Young, Contract Administrator)

- **Jared Young:** We are here to update the 5-year plan. Our priority is the envelope improvements. We did have an increase of \$400,000 in funds. The major projects we will be working on are the following properties Mckenzie Village, Pengra, Maplewood Meadows, Parkview Terrace, and Veneta Villa.
- **Jacob Fox:** Under Kurt's leadership, with Jared has been instrumental with our capital improvements. With the passing of the federal bill that increased funds by \$400k, we can take care of our envelopes. Interior rehabs will take place in the coming years. Thank you Jared and Kurt.
- **Char Reavis:** I would like to thank you to because they come to the RAB and ask questions and offer answers.
- Jay Bozevich: Looking at the totals over 5 years, which is a presumption, will these funds remain available for the full 5 years?
- Jacob Fox: We do anticipate cuts. The numbers for fiscal year in 2018 are tight. Beyond that, they will move around.
- Kurt von der Ehe: These are larger components to the buildings. Our priorities are envelopes and safety.

Motion to approve 18-27-06-03: Sid Leiken

Motion seconded: Michelle Thurston

Motion is approved unanimously 5/0 with

Commissioners Pete Sorensen and Gary Williams excused

F. Order/18-27-06-04H/In the Matter of Authorizing the Executive Director to Apply for Assistance from Oregon Health Authority (OHA) Health Systems Division (HSD) and/or Oregon Housing and Community Services (OHCS) Mental Health Housing Funds for a Supportive Housing Apartment Community in Eugene, Oregon (Nora Cronin, Project Developer)

- **Nora Cronin:** Today, I am seeking authorization to apply for funding for the Housing First project. This OHA is grant is for \$500K. We are looking for funding from various healthcare providers. There is a small change to the board order where I added the dollar amount we are applying for.
- **Pat Farr:** How confident are you on this grant?
- **Nora Cronin:** This grant is for people with persistent mental illness and I think this opportunity is in line with the population we plan to serve.
- **Jacob Fox:** Our last agenda item will give more information.
- **Michelle Thurston:** People are excited to hear about this project.
- **Pat Farr:** This is a milestone and a groundbreaking project.

- **Jay Bozevich:** We will be talking about this project with the Lane County board on the 10th.
- **Nora Cronin:** One of the requirements is to have a document for site control. We have an agreement drafted with the county attorney.

Motion to approve 18-27-06-04: Pat Farr

Motion seconded: Jay Bozevich

Motion is approved unanimously 5/0 with

Commissioners Pete Sorensen and Gary Williams excused

- G. Order/18-27-06-05H/In the Matter of Authorizing Formation of Sheldon Village LLC (Steve Ochs, Real Estate Development Director)

- **Spencer McCoy:** We need to create this LLC in order to facilitate the financing of the Sheldon Village rehab. Banner bank was the respondent for the RFP we issued. We need to create the LLC in order to combine Sheldon I & II to begin the financing and start the rehabilitation process.

Motion to approve 18-27-06-05: Jay Bozevich

Motion seconded: Michelle Thurston

Motion is approved unanimously 5/0 with

Commissioners Pete Sorensen and Gary Williams excused

- H. Presentation/Current Homes for Good Real Estate Presentation Part 2 (Jacob Fox, Executive Director, Nora Cronin, Project Developer, Spencer McCoy, Project Developer)

PowerPoint Presentation (see board meeting packet on Homes for Good Website)

9. OTHER BUSINESS

None

Adjourn