

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, March 27th, 2019

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

1. #PUBLIC COMMENTS – 20 Minutes

The following community members provided written and public testimony to the Board of Commissioners regarding Homes for Good's sale of River Road site adjacent to the Greenway.

1. Dana Garden
2. Chris Gadsby
3. Rob Handy
4. Jacqueline McClure
5. Julie Hulme
6. Lena Kartzon
7. Miaya Sustaita
8. April Mills
9. Brad Foster
10. Glen Mandzak
11. Christopher Logan
12. Dennis Sandow
13. Robin Bloomgarden

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

Commissioners thank the neighbors of the Lombard neighborhood for speaking to the board and voicing their concerns and ideas. Board members identify the difficulties with finding the space for all types of housing in Lane County in relation to the limitations of the current urban growth boundaries. It is difficult to balance both the needs of those seeking housing and the needs of the communities where housing is being constructed. The board will continue to discuss the River Road sale and the concerns the neighbors have raised.

3. ADJUSTMENTS TO THE AGENDA

No

4. COMMISSIONERS' BUSINESS

Joe Berney excused at 3:00pm

5. EMERGENCY BUSINESS

No

6. EXECUTIVE SESSION I – estimated time 30 minutes

“On March 27th, 2019, 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.”

7. EXECUTIVE SESSION II – estimated time 15 minutes

“On March 27th, 2019, the Homes for Good Board will hold an Executive Session pursuant to ORS 192.660(2)(i), to review and evaluate the job performance of a chief executive officer, other officers, employees, and staff, if the person whose performance is being reviewed and evaluated does not request an ‘open hearing’.”

8. ADMINISTRATION

A. Approval of Minutes: 01/30/2019

Motion to approve minutes: Jay Bozievich

Motion seconded: Michelle Thurston

Approved unanimously 5/0 with Pete Sorensen absent and Joe Berney being excused

B. Executive Director Report (estimated time 15 minutes)

Jacob Fox reviews the previous month’s activities which include a visit from Housing Directors from Australia who came to speak in Lane County regarding their approach to public housing. Homes for Good staff also attended the ground breaking for the new retail and hotel development on 5th and Oak. Due to the recent snow storm, Homes for Good is working on improving its emergency preparedness plans.

C. **Presentation**/2018 Financial Statement Audit Entrance Conference (Jeff Bridgens, Finance Director) (Jim Lanzarotta, National Practice Leader) (Kevin Mullerleile, Sr. Manager Moss Adams)

Jim Lanzarotta: Discusses the audit process for 2018. *PowerPoint available in the board packet on the Homes for Good website.* Introduces Moss Adams staff that will be working on the Homes for Good audit. Describes auditing standards that need to be followed. There are additional requirements for HUD funds. Moss Adams will discuss any findings in the exit meeting once the audit is complete. With governmental entities in Oregon, there will be compliance testing and issuance of a report on those areas.

Kevin Mullerleile: Auditing reports are subject to GAAP. There are 3 federally funded programs to test this year. We will test internal controls and discuss significant audit areas. Notes receivable is where the most time is often spent. Homes for Good is in a good spot.

Jay Bozievich: Is there an opportunity to research Homes for Good's reinvestment of real property investments to verify any sale of real property is invested into affordable housing projects.

Jim: We certainly can. There are sometimes barriers on what certain property sales can be reinvested in but we can document how those funds for the sale of real property can and are being used.

Michelle Thurston: Do you anticipate any differences in the audit from last year to this year?

Jim: Audit standards change. We don't go in with preconceived ideas. If there are areas of concern, you can also reach out to us to look into a certain area.

Kevin: The audit will begin in 2 weeks. It will be a 3-month process. The audit is due June 30th. We would like to get it in before that deadline. We will then meet with this group and go with the results.

Jim: There will be several accounting standards coming that the Homes for Good staff will need to be educated on such as Fiduciary Standards. There is not a lot new on the auditing front. There are some new auditing standards for fiscal distress. It is important to go through that evaluation.

Pat Farr: Are there controls in place to anticipate stresses?

Jim: There is more work being done to identify areas of stresses in an organization.

Jacob Fox: There is an unprecedented amount of units Homes for Good will be adding to the community and that the board will be made aware of.

- D. **Order/19-27-03-01H** – In the Matter of Documenting the Executive Director's Annual Performance Evaluation and Instructing Human Resources Regarding Revision of the Employment Agreement (Ela Kubok, Communications Director)

Ela Kubok: The HR director has solicited input regarding Jacob Fox's job performance from board members, staff, community partners, and additional boards. 50 people were surveyed for the report. Outlined the characteristics of the survey and its categories. Ela reads comments from partners regarding Jacob's performance.

Michelle: What percentage of people responded to the survey?

Ela: Around 50% of those surveyed

Pat Farr: I appreciate the MLK supportive housing project that Jacob is heading as well as Jacob's leadership in coordinating the financing of this project. It will be supportive housing for the most vulnerable population in the county. This project would not have been able to move forward without Jacob.

Michelle Thurston: After 20 years in public housing, I have experienced a lot over the years. When Jacob came aboard, there was more of a shift in the relationship with the community Homes for Good serves. Jacob has made a positive change in the organization and the residents appreciate the shift.

Heather Buch: I am impressed with the work Jacob has done during everything he must deal with.

Jay Bozievich: I appreciate the attention to detail to our housing assets and improvement. It is very important to the function to the agency.

Motion to approve ORDER 19-27-03-01H: Jay Bozievich

Motion seconded: Michelle Thurston

Approved unanimously 5/0 with Pete Sorensen absent and Joe Berney being excused

- E. **Order/19-27-03-02H** – In the Matter of Authorizing the Formation of Commons on MLK LLC and Commons on MLK Manager, LLC. (Nora Cronin, Project Developer) (estimated time 10 minutes)

Nora: This order authorizes the formation the LLCs for the formation of this project.

Motion to approve ORDER 19-27-03-02H: Jay Bozievich

Motion seconded: Michelle Thurston

Approved unanimously 5/0 with Pete Sorensen absent and Joe Berney being excused

- F. **Order/19-27-03-03H**– In the Matter of Authorizing a Loan from Homes for Good Housing Agency to MD Commons LLC (Steve Ochs, Development Director) (estimated time 10 minutes)

Steve Ochs: One of the issues that has come up in due diligence is that Wells Fargo is requesting Homes for Good to provide a portion of the funds.

Jacob Fox: We have been working with Wells Fargo to not have them require us to put as much funds forward. All these monies will come back to us.

Steve: Wells Fargo wants to maintain a good relationship with us and vice versa. There are 15-units for homeless veterans and those with disabilities and units with PBVs.

Michelle Thurston: Could you explain the how you will fill those 15-units?

Steve: We are partnering with area organizations to fill those 15-units being set aside.

Motion to approve ORDER 19-27-03-03H: Heather Buch

Motion seconded: Jay Bozievich

Approved unanimously 5/0 with Pete Sorensen absent and Joe Berney being excused

- G. **PRESENTATION** – Homes for Good Real Estate Development Pipeline and Cashflow Needs (Steve Ochs, Development Director) (Jeff Bridgens, Finance Director) (estimated time 30 minutes)

The presentation has been moved to the April 17th meeting.

8. OTHER BUSINESS

Adjourn

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