

MINUTES

Homes for Good Housing Agency



BOARD OF COMMISSIONERS

Location of the meeting:

This meeting will be conducted via public video call and conference line (see details below).

Wednesday, October 21st, 2020 at 1:30pm

To prevent the spread of COVID-19 Homes for Good conducted the October 21st, 2020 meeting via a public video call with dial-in capacity. The public was able to join the call, give public comment, and listen to the call:

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.)

No Public Comment Given

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

None

3. ADJUSTMENTS TO THE AGENDA

None

4. COMMISSIONERS' BUSINESS

None

5. EMERGENCY BUSINESS

None

6. EXECUTIVE SESSION

On October 21st, 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. ADMINISTRATION

A. Executive Director Report (Estimated 10 minutes)

Jacob Fox: Talks about the 9 Section-8 families that lost their homes due to the Holiday Farm Fire. Jacob reports that 6 of these families have received new vouchers are working to find new housing. He talks about efforts with other partners and Lane County to work on housing families who weren't already on Homes for Good's program, and discuss future rebuilding.

Jacob talks about the work that Homes for Good has been doing in distributing some of the Lane County CARES rent assistance money into the community.

B. Approval of 9/30 Board Meeting Minutes

Motion: **Pat Farr**

Second: **Michelle Thurston**

The minutes have been approved unanimously 7/0.

- C. **ORDER 20-21-10-01H** — In the Matter of Authorizing the award of contracts 20-M-0059, 20-M-0060, 20-M-0061, & 20-M-0062 for Energy Services Operations (Daniel Roth, Lead Energy Auditor) (Estimated Time 10 Minutes)

Daniel Roth: This is a contract we do every couple of years for our HVAC systems. He explains about the contract and the sealed bid process.

Joe Berney: When you present this to the board, do you normally show the dollar amount that the contract is for and what those bids can in at?

Daniel Roth: I don't believe we put that in the materials last time, but I have a spreadsheet of all of the bid comparisons in a spreadsheet would the board like to see it?

Joe Berney: It just says, "per item prices" and I don't see any per item prices.

Daniel Roth: *Shares a spreadsheet of the bid comparison.* On the left there is the different equipment and above the different sections there are different prices for locations. Then there is the different bid prices for the different companies. The way we decide who gets the work is based on the lowest price, as long as they are able to do it in a reasonable time, and if not we move to the next.

Joe Berney: So, you are saying you go low bid always, and then if they can't do it in a timely manner than you go to the next one?

Daniel Roth: Yes

Joe Berney: I would request that you put this info in the board materials going forward.

Motion: **Heather Buch**

Second: **Joe Berney**

This motion is passed unanimously 7/0.

- D. **ORDER 20-21-10-02H** — In the Matter of Authorizing the Development and Financing of the 13th and Tyler PSH Community in Eugene, Oregon (Nora Cronin, Project Development Manager) (Estimated Time 10 Minutes)

Nora Cronin: This will be the final board order for this project on 13th + Tyler that we have been calling The Keystone. We have been awarded state financing which is the majority of the financing, as well as some Meyer Memorial Trust.

This board order will allow us to create the LLC which will allow us to accept the money from the state. It will also allow us to enter into the loan agreement, and do the rest of the paperwork to accept the financing.

I will like to add that there is an updated timeline. We were originally wanting to close and start construction by now, but the environmental review took a little bit longer than anticipated. We still need to do a HUD subsidy layering review, but as long as that is approved in a timely manner we should be able to close financing by December 15th.

Motion: **Michelle Thurston**

Second: **Pat Farr**

This motion has passed 6/1 with Jay Bozievich opposed.

- E. **ORDER 20-21-10-03H** — In the Matter of Authorizing the Executive Director or Designee to Apply for HOME funds and other gap financing for the Permanent Supportive Housing Development at 1100 Charnelton Street in Eugene, Oregon (Nora Cronin, Project Development Manager) (Estimated Time 10 Minutes)

Nora Cronin: This will allow us to apply for HOME funding as well as any other gap financing, we may run into. Just a reminder that this is a 9% tax credit property. We were awarded the 9% from the state earlier this year, along with some gap financing from the state already. When we applied for the 9% early this year, we had a letter of support from the city, so we are pretty confident that we will be awarded the HOME funds.

Jacob Fox: Nora can you just talk about the budget, and potentially applying for more than originally planned?

Nora Cronin: Because of the current financial climate, there is some volatility in the Tax Credit Market. So, it has affected in a negative way the tax credit pricing that we are able to get. When we applied for the tax credits from the state we had lots of conversations with our potential investors about the pricing and we settled on 89 cents per tax credits, and shortly after being awarded the tax credits, the bank we are working with said that they hate to tell us this, but they could only give us 86 cents. When we calculate that out for 9% tax credits that was immediately a \$330,000 funding gap in the project. We have had a lot of good conversations with investors, but frankly I know a lot of people across the state, even across the country that are having this same issue.

Nora talks about the confidence in locking in the current financing at the lower rate, and that the team has thought through some ways of absorbing some of the financing gaps. She also talks about the rising cost of construction. These factors lead the team to include the ability to apply for more HOME funding or gap financing within the board order.

Pat Farr: This project is pretty exciting to me, that it is not only fulfilling the goals of the TAC, but the Poverty and Homelessness Board as well.

Pat talks about the new community support for permanent supportive housing like this, and the Commons on MLK that Homes for Good is also building.

Motion: **Michelle Thurston**

Second: **Pat Farr**

This motion has passed unanimously 7/0.

- F. **ORDER 20-21-10-04H** — In the Matter of Updating the Housing Choice Voucher Administrative Plan, Project Based Voucher Local Preferences for The Commons on MLK (Beth Ochs, Rent Assistance Division Director) (Estimated 5 minutes)

Heather Buch declare conflict on interest and recuses herself of the discussion.

Beth Ochs: Talks about the Commons on MLK and the relationship between Homes for Good, ShelterCare, and Lane County's Centralized Wait List for accepting referrals. She talks about the Frequent Users of System Engagement (FUSE) program participants receiving highest priority for the project.

Char Reavis: Expresses excitement for the project.

Motion: **Michelle Thurston**

Second: **Pat Farr**

This motion has passed 6/0 with Commissioner Heather Buch recused.

- G. **WORK SESSION**— Board Input for Strategic Equity Plan Development Process

Jacob Fox: Introduces the work session schedule and the purpose of the work sessions through January 2021

Jacob Fox: Talks about Diversity, Equity, and Inclusion for the organization as a whole including the formation of a Equity Strategy Team, transform hiring and contracting practices, as well as client engagement systems.

Jacob Fox: Talks about the Equity Strategy Team, an internal group of 11 staff who will be responsible for developing a Strategic Equity Plan for the organization. The team is a mix of managers and line-staff

to share some of the decision making. He talks about future focus groups and community outreach that will take place to get client feedback.

Wakan Alferes: Talks about the operational Long-Range Planning goals that were in the Budget Document. She touches on RAD and the shifting of the 100 units out of the portfolio and the impact on the division. She talks about the affects of COVID in relationship to CARES funding, loss of rental income, and supporting residents during the repayment period when the moratorium ends. Wakan talks about the work with the COOP consultants on the Continuity of Operations Plan and plans surrounding emergencies in the buildings that Homes for Good owns and manages. She talks about the Language Access Plan, and the conversion of forms and applications into Spanish that will help documents be more accessible for clients who speak English as a second language.

Pat Farr: What does REAC stand for?

Heather Buch: Real Estate Assessment Center

Jacob Fox: It is a HUD inspection.

Joe Berney: Requests some mapping that would show where Homes for Good's units are, where they will be in the future, and how many people are waiting for units.

Joe Berney: How does receiving reports and recommendations from an Energy Performance Contract (EPC) affect staff time, because my experience in the past has been that EPCs do all the monitoring for us?

Wakan Alferes: One of the big hiccups has been the extensions of the contracts and reconciling what work has been done at this point versus what was the projected savings, and what can be recouped from HUD.

Joe Berney: Does Homes for Good have screens at each sites so that residents can look in real time to see what energy they are consuming to assist them with their behavior, which is one of the main contributor to energy inefficiency?

Wakan Alferes: No, we don't have particular monitors to that. We will have some numbers that we have been monitoring that we will be able to use in resident education, but nothing to as you are suggestion, but I do like the concept.

Joe Berney: Suggests building that into future EPC contracts.

Beth Ochs: Talks about the Long-Range Planning for Rent Assistance. She talks about the move to online applications and the technology investments that will need to be made in the division in coordination with the whole agency's technology plan. She talks about a potential panel approach for reviewing criminal histories. She talks about the potential for Remote Video Inspections (RVIs) and discusses some of the pros and challenges associated with them. Beth then talks about ways that the Rent Assistance Division is looking to serve underserved populations within the Section 8 voucher program which could include expanding local preferences, or small area Fair Market Rents (FMRs). The FMRs could adjust the allowable rent amounts in different areas of the community instead of having it

uniform across the county, which the goal would be to make all areas of the community accessible with a Section 8 voucher.

Michelle Thurston: Asks about the move to online wait list applications, would this be online only, or paperwork only, or both?

Beth Ochs: We would like to move to all online applications, with a dedicated phone line, so that if people need help applying that we have the staff to do it. But the administrative work of uploading online applications versus hand-entering paper applications is a very big undertaking. With the amount of lists we have we would like to move to all online applications, with that in mind that someone could still call into the office and help them get through that process.

Michelle Thurston: Talks about resident reactions to RVIs, and the work that needs to be done on that. She talks about concern for the proxy video inspections.

Beth Ochs: Talks more about their experiences so far.

Michelle Thurston: I appreciate the due-diligence in checking that out.

Joe Berney: I think this whole notion of inspections and some of the issues, I appreciate efficiency, but I also appreciate human contact. I think this could be an opportunity to create a program with high school students, or college students, who want to go into giving professions.

Pete Sorenson: One, in terms of overall strategic work and an equity lens, Jacob said we need to hire and promote women and people of color. Institutions in this community have a pretty good track record of hiring, but what I want to emphasize is retaining and promoting. It seems to me that step of retaining is where our predominately white community has found the most difficulty. We have seen many examples at the University of Oregon, 4J, Lane County, where they are recruited and hired, but they are not retained. So I think we are missing that third step of retaining.

The other thing I would say is that Commissioner Berney and I are of the age that college and university included hands on experience. I feel like this idea that Joe brought up is one worth repeating. Pete talks about the Lane County Community College programs and wanting Homes for Good to connect with them about potential internship partnership opportunities.

Steve Ochs: Talks about some of the current projects under construction. He also talks about the impacts of the wildfires and potential projects/outcomes to assist in recovery. He talks about capital projects at Jacobs Lane, Willakenzie Townhomes, and Laurel Gardens. He also recaps the progress in due diligence regarding Olive Plaza.

Heather Buch: I think Homes for Good is going in a really wonderful direction. The Real Estate Development, it turns out you're really good at it, and it is good for the community. The Olive Plaza, that would be like all of your projects rolled into one, it's a big apple to chew there, I know that it is really needed, but you need to look at what is in your schedule and in your capacity. I want to share my appreciation. I want to say, Jacob you have done a lot of great things as a leader, and I see a lot of really great things ahead. I like the path I see.

Char Reavis: Agrees with Commissioner Buch

Jacob Fox: Talks about some additional real estate development structures that have been suggested that the board can talk about in the December meeting.

Joe Berney: Will there be any relationship between any of the potential board structure changes and the long-range development plan we will be talking about?

Jacob Fox: Because of COVID we haven't talked about governance, and with Commissioner Sorenson's seat being replaced, we will need to orient the new commissioner to this discussion. I think it is our responsibility to as a governance body to talk about its structure and to diversify the board. It does require a lot of engagement with Lane County because Lane County code would need to be modified.

8. OTHER BUSINESS

Adjourn.

UPCOMING AGENDA ITEMS

NOVEMBER 2020

NO MEETING

DECEMBER 2020

In the Matter of Documenting the Executive Director's Annual Performance Evaluation and Instructing Human Resources Regarding Revision of the Employment Agreement

WORK SESSION: Board Input/Vision for Real Estate Development Pipeline 2021- 2025 and new development models

JANUARY 2021

Election of New Board Chair & Announcement of Vice Chair

WORK SESSION: Board Input/Vision for Customer Service Enhancements