

# MINUTES

Homes for Good Housing Agency



## BOARD OF COMMISSIONERS

### Location of the meeting:

This meeting was conducted via public video call and conference line.

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**Wednesday, December 9th, 2020 at 1:30pm**

To prevent the spread of COVID-19 Homes for Good conducted the December 9th, 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)

*No Response to Public Comment*

**Pete Sorenson:** Talks about his retirement from the Lane County Board of Commissioners, and from the Homes for Good Board of Commissioners in January. Pete thanks staff, fellow board members, and the public for his opportunity to serve over the past 24 years.

**Char Reavis:** Expresses appreciation for Pete and his service.

### 3. ADJUSTMENTS TO THE AGENDA

*Item F. was discussed directly after the Public Hearing, then the Board went back to discuss items D. and E.*

### 4. COMMISSIONERS' BUSINESS

*None*

### 5. EMERGENCY BUSINESS

*None*

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

"On December 9th, 2020, the Homes for Good Board held 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."

## 7. ADMINISTRATION

- A. Executive Director Report (Estimated 10 minutes)

**Jacob Fox:** Thanks Pete for this service on the Homes for Good Board.

Talks about non-payment of rent.

**Char Reavis:** Mentions that Michelle will be participating in a 9-month "Housing Justice Fellows" program.

- B. Approval of 10/21 Board Meeting Minutes

Motion: **Pat Farr**

Second: **Michelle Thurston**

**This minute are approved unanimously 7/0**

- C. **PUBLIC HEARING** — 2020 Public Contracting Rules Update (Jacob Fox, Executive Director)(Estimated Time 10 Minutes)

*No Public Comment at the Public hearing*

- F. **ORDER 20-09-12-03H** — Joint Order of the Board of Directors and Local Contract Review Board Opting Out of the Attorney General's Model Public Contract Rules and Amending State Public Contracting Rules for the Housing and Community Services Agency of Lane County, Oregon (Jacob Fox, Executive Director) (10 Minutes)

**Jacob Fox:** I just want to state that we just had the public hearing, and no one was here to give public comment.

Introduces Carrie Connelly, a member of the local Oregon Law Group, Homes for Good's law firm. Carrie specializes in procurement.

There are essentially three thing of significance that this Board Oder would change. The first is based on annual changes to the state public procurement statutes. The order will also change my signing authority up from \$100,000 to \$150,000 which will provide better operational efficiency and align with the state statutes. The third would allow, for reasons unplanned due to change orders or some other factor, I would have the ability to extend the contract over the \$150,00 approval up to 25%.

**Carrie Connelly:** A couple of years ago the Board approved procurement so that it followed both Federal and State statutes, and the federal statutes have not changed since, so those will not be affected. It is the State statutes that are being repealed and replaced through this order.

All levels of signing authority are staying the same with the exception of the executive director.

**Joe Berney:** Asks Carrie if she has been in contact with the County at all about what they have put in place surrounding Community Benefits Agreements for construction projects over 1 million dollars. Joe would like to see that sort of thing replicated in the Homes for Good procurement as appropriate. Joe says he will coordinate through Jacob for this.

**Jacob Fox:** I think Steve, Carrie and I can engage with the Public Works staff surrounding this.

Motion: **Joe Berney**

Second: **Michelle Thurston**

**Carrie Connely:** Makes note that the motion and the second is happening on behalf of both board: The Homes for Good Board, and the Local Contract Review Board.

**This motion passes unanimously 7/0.**

- D. **ORDER 20-09-12-01H** — In the Matter of Documenting the Executive Director's Annual Performance Evaluation and Instructing Human Resources Regarding Revision of the Employment Agreement (Bailey McEuen, Human Resources Director) (Estimated Time 10 Minutes)

**Bailey McEuen:** Gives background about the process and best practices of the executive director review. Bailey explains various stakeholders that were met with in the process. She talks about the overwhelmingly positive feedback, with an average rating of over 4 out of 5 stars.

I recommend to the Board extending Jacob's employment contract and approving the 5% merit increase as outlined in the contract.

She then talks about documenting a procedure for this process to bring it to the board one regular basis.

**Heather Buch:** For the public who might be wanting, Jacob I want to give you a glowing review and support you as an executive director. I support the recommendations that have been presented. We are happy to support you in this position and hope you stay a long time.

Motion: **Heather Buch**

Second: **Pat Farr**

**Pat Farr:** Talks about the collaboration Jacob is able to make possible in his work.

**Jacob Fox:** I would just like to say this is the one part of my job that makes me extremely uncomfortable to have the focus on me, not the people we serve. But for the record I would like to say that I really care deeply about my job, and the reason I care deeply, is because at the end of the day our work is about serving those in our community who are low income, and the most marginalized, that's why I care about my job.

I am super honored to have the support of the Board, and work in partnership with the board and the rest of the staff.

**Char Reavis:** I do want to say that it has been amazing working with Jacob, he has always been really good to connect with Michelle and I in a timely manner.

Char talks about the improvements within the agency due to Jacob's leadership.

**This motion has passed unanimously 7/0.**

- E. **ORDER 20-09-12-02H** —In the Matter of Revising ORDER 20-22-04-02H Authorizing the Formation of HFG Communities, LLC and Authorizing a Permanent Consolidated Loan for Jacob's Lane Apartments, Laurel Gardens Apartments, and Willakenzie Townhomes in Eugene, Oregon. (Steve Ochs, Real Estate Development Director) (Estimated Time 10 Minutes)

**Steve Ochs:** Talks about some of the key differences between the new board order and the order that was already approved by the board.

**Joe Berney:** What is the final interest rate on this?

**Heather Buch:** Reads,

*"The fixed rate for the 15 year term shall be determined 30 days prior to the expected closing date based on the following formula: the greater of 4.375% or the sum of 2.180% plus the most recent calendar monthly average of the 15 Year Fixed Rate Advance of the Federal Home Loan Bank, with the product rounded to the nearest 1/8%. For instance, at the February 2020 index level of 2.441 %, the calculated interest rate would be 4.625%."*

from the Banner Bank Letter in the Board Packet.

**Joe Berney:** Are you using the low-income rate to pull out money to make improvements without increasing the amount these properties owe?

**Steve Ochs:** Yes, in fact it will reduce what each property owes and allow to make improvements.

Motion: **Heather Buch**

Second: **Joe Berney**

**This motion passes unanimously 7/0.**

- G. **WORK SESSION**— Board Input/Vision for Real Estate Development Pipeline 2021-2025 and new development models

**Steve Ochs, Nora Cronin, and Aisha McCoy** go through presentation slides.

**Pat Farr:** Requests this presentation be sent out because it needs to be shared in the community.

**Joe Berney:** I would like to say, #1, in this COVID and Wildfire world, this is really good news. I would like to echo what Commissioner Farr said and I think there should be a Press Release or Press Conference worth of things in this presentation. Good news is at a premium at this time. I would like Homes for Good to consider the timing of this. #2 I think the economic analysis is good but not great. I think some assumptions and extrapolations about how this changes lives, and how it can be a benefit not a drain on public resources should be woven into this. Lastly, I don't know if anyone has any experience developing under the Farmers Home Administration, the 515- rural rental housing program? I don't know the status of that, other than it still exists. That would take care of the rural communities that you identified in Lane County. I've developed under that program and I would be more than happy to assist, because I think it is a big deal to diversify the portfolio.

**Heather Buch:** It looks like you all are extremely busy. Thinking about equity and making sure that if something is happening at the metro area, something should also be happening in a rural community somewhere, because we know that it looks very different.

**Joe Berney:** Talks about a potential project in Springfield and a funding commitment of private dollars for 400 units of a mix of subsidized and unsubsidized units.

## **8. OTHER BUSINESS**

Adjorn.

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## **UPCOMING AGENDA ITEMS**

### **JANUARY 2021**

Election of New Board Chair & Announcement of Vice Chair

WORK SESSION: Board Input/Vision for Customer Service Enhancements