

MINUTES

Homes for Good Housing Agency



BOARD OF COMMISSIONERS

Location of the meeting:

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

Wednesday, February 10th, 2021 at 1:30pm

To prevent the spread of COVID-19 Homes for Good conducted the February 10th, 2021 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.

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

Joe Berney is dismissed from the meeting at 2:54pm

5. EMERGENCY BUSINESS

None

6. ADMINISTRATION

A. Executive Director Report (Estimated 10 minutes)

Jacob Fox: Talks about the Commons on MLK Grand Opening event that happened within the last month. Jacob thanks staff for their work in developing the building and organizing the coordinating supportive services for the building and residents.

Pat Farr: I would just like to echo what you have stated, so many boots on the ground to get this created, and people marching together.

Laurie Trieger: The other commissioners, myself, and Eugene City Council, just got out of a joint Elected Officials meeting, and we were just talking about how the public doesn't see all the good things that are going on, they just see the unsheltered people on the street. We talked about The Commons on MLK specifically, and how do we make the work more visible, and I brought up social media. I have to say that when I posted a few pictures of my tour, the number of responses, and the depth of the feedback and the questions that were being asked, just showed me that we were right that we need to make these projects more visible. I just think there is tremendous opportunity to showcase that projects.

Joe Berney: I think there is another community in using that community as an example: and that is the banking, investing community. I think a flow chart or some way to visualize that would be really helpful for people like me to talk to that community to get funding for similar future projects.

Char Reavis: This is a perfect example of how we can help our unsheltered community, and I am just proud all of the people who went down this road together, because it talks a lot of people.

Heather Buch: You mentioned that this is really a showcase project, especially for Homes for Good as you develop a larger and larger development team and have a lot of projects in the pipeline. That every project is special, but it is really important to celebrate those showcase projects, and show the state or even the nation, that we can do things here that are really challenging. I don't know if we will do another Housing First project exactly like this in our community: it took years and years of planning and coordination. But I think we have shown that there is a need, and I am really proud of all of the people involved.

Michelle Thurston: I don't think I can say anything that hasn't already been said, but I especially liked the tour. I loved the care that was put into every little thing. At first, I thought it was going to be institutional, but no, it was a place that people could call home and have a new start. From a resident perspective that was so heartwarming.

Jacob Fox: Gives an update of Homes for Good's efforts in supporting victims of the wildfires. Homes for good has officially entered into a purchase and sales agreement for the Lazy Days Mobile Home Park in Blue River which will allow Homes for Good to start six months of due diligence on the property. He also talks about the local preferences at both Hayden Bridge Landing and Sarang which will both be opening in May. Jacob also talks about the McKinney-Vento local preference for Sarang, working with the Bethel School District to help Homeless Families within the education system.

In the next week or two, we will sign an Inter-governmental Agreement (IGA) with the state of Oregon to distribute the Landlord Compensation Fund, and we have also committed to the County to distribute another 4 million dollars of rent assistance. We are staffing up for both of these programs.

Jacob then talks about Allie Gay, a Resident Services Specialist, who received the Employee of the Year Award for 2020.

B. Approval of 1/13/21 Board Meeting Minutes

Motion: **Pat Farr**

Second: **Joe Berney**

The minutes are approved unanimously 7/0.

C. PRESENTATION — Moss Adams Audit Entrance — Communication for Those Charged with Governance (Kevin Mullerleile, Moss Adams) (Estimated 20 Minutes)

Kevin Mullerleile: We are Starting the audit earlier this year in order to meeting the filing deadline and not have to file an extension.

Alise Horsley: Introduces the audit team: Amanda McCleary-Moore, and Kevin Mullerleile.

Amanda McCleary-Moore: Talks about the required communications between the Auditors and the Board. She also talks about generally accepted auditing standards and principles that the auditors will follow in the possess. She also talks about the reports that will come out of the audit.

Kevin Mullerleile: Talks about transaction testing. Talks about financial statements, and that another CPA firm is helping Homes for Good draft the statements this year, which will help in capacity to have the audit done before the need for an extension this year. Talks about difference compliance area, and that the Section 8 HCV program will be the one program to be audited this year for the Single Audit. He mentions that CARES Act funding will probably be audited next year.

Alise Horsley: Talks about the audit timeline and the progress so far.

Kevin Mullerleile: Talks about the plan of issuing the audit by March 31st, and then coming to the board in either April or May to talk to the Board Again.

Jacob Fox: Talks about the state 6-month audit deadline extensions in the past that Homes for Good has gotten, and the work to meet the 6-month deadline this year.

D. ORDER 21-10-02-01H — Updating the Housing Choice Voucher Administrative Plan, Organization of the Waiting List (Rental Assistance Demonstration (RAD) Project Based Vouchers (PBV) and Selection from the Waiting List. (Beth Ochs, Rent Assistance Division Director) (Estimated Time 10 Minutes)

Beth Ochs: I am coming before the board to get approval for the Local Preference that Jacob mentioned in his executive director report for Sarang and Hayden. What this does is allows persons who were displaced by the wildfires to have a preference on the wait list for both Sarang ad Hayden Bridge Landing, and for families who are working with the McKinney Vento program through the Bethel School district to get preference at Sarang. It is also worth noting that the occupancy for both of those complexes will be filled from those moving from Public Housing, and then these two preferences, and then the general wait list.

Char Reavis: Did you mean the RAD people moving out of public housing?

Beth Ochs: Yes, those residents who have been affected by the removal of the RAD units from the Public Housing portfolio will get preference above all, then the local preferences, then those from the waitlist that we just closed.

Motion: **Heather Buch**

Second: **Char Reavis**

This motion has passed unanimously 7/0.

- E. **ORDER 21-10-02-02H** — In the Matter of Authorizing the Formation of a Special Purpose Entity for the 1100 Charnelton, Project, "The Nel" in Eugene, Oregon (Supplemental). (Aisha McCoy, Project Developer) (Estimated Time 10 Minutes)

Aisha McCoy: Talks about the differences between an LLC (Limited Liability Company) and a LP (Limited Partnership). Homes for Good received legal council to form an LP stating:

"We recommend that you utilize a limited partnership rather than a limited liability company because there are some provisions under the Internal Revenue Code that raise questions about how a limited liability company wholly owned by a housing authority (governmental entity) is to be characterized for federal tax purposes. There is a question of whether it could be deemed to be a corporation for federal tax purposes. If that was the case, that would jeopardize the credits being allocated to the limited partner because the entity (for federal tax purposes) cannot begin as a corporation and then become a partnership (again, for federal tax purposes). For federal tax purposes, the LIHTC owner must be a partnership. If the LIHTC owner entity is created from day one as a limited partnership under state law, it removes any question with respect to the characterization (for federal tax purposes) of the LIHTC owner entity."

Laurie Trieger: This sounds like a housekeeping measure, not in relationship to the bottom line or how we run the program, correct?

Aisha McCoy: Yes.

Char Reavis: I thought that we were not going to do the "HFG" and we were always going to use "Homes for Good" according to branding.

Nora Cronin: Usually when we pick the name for the ownership entity, we try to pick the name of the project, the LLC or LP. In this case "The Nel, LP" was already taken. We did this a few months ago with The Keystone as well. In this case writing out "Homes for Good Nel Limited Partnership" might be too much, so this is kind just where we landed. We needed a name so that if someone were to search Limited Partnerships with "Nel" in them that they would have some sort of indication that this one belonged to us.

Motion: **Joe Berney**

Second: **Heather Buch**

This order passes unanimously 7/0

- F. **WORK SESSION** — Continuity of Operations (COOP) Base Plan and High Consequence Infectious Disease (HCID) Annex Review (Wakan Alferes, Supportive Housing Director) (Estimated 30 Minutes)

Wakan Alferes, Jacob Fox, and Ela Kubok introduce the Continuity of Operations Plan (COOP), going through a slide presentation. They talk about the parts of the plans: the COOP Base Plan, and the Highly Contagious Infectious Disease (HCID) Annex which outlines COVID-19 protocols, and other annexes which will be added in the future. The presentation includes: Continuity Phases, Succession Planning, Delegations of Authority, Leadership Team Continuity of Operations Chart, Incident Command Continuity Operations Chart, Communication Pathways, The Recovery Process, HCID Annex/Infection Control Plan, The Oregon OSHA COVID-19 Temporary Rule, Face Covering & PPE, Flood & Fire Evacuation Annex, Centering Preparedness, and Next Steps.

Laurie Trieger: I “teleleading” part of the succession plan? If someone isn’t able to be somewhere in person does the succession plan kick in, or are they able to lead via telework?

Jacob Fox: It definitely has been part of our discussion. I personally live in rural lane county where I only have satellite internet, which is not great for teleworking, but I hope to in a couple months have high speed internet. When we had the snow event two years ago, I had about 100 trees across the road between me and where I could make a cellphone call. So me being in a more remote area, I am more likely to be unavailable compared to other members of the leadership team.

Char Reavis: Asks about Tsunami planning for Florence.

Wakan Alferes: As we go into the Hazard Vulnerability Assessment, we asked them to focus on Springfield/Eugene, Florence and Cottage Grove, and they will assess those physical locations for hazards. Our hope is once we get the initial assessments that we will be able to take those to our residents and get their help in developing the plans.

Pat Farr: Thank you Jacob and Staff for the attention to detail in this planning, it is very timely.

Joe Berney is dismissed from the meeting at 2:54pm

7. OTHER BUSINESS

Jacob Fox: Talks about the potential need for a special board meeting, potentially two weeks from now.

I haven’t gotten an answer from our attorney of whether I need board approval to sign an IGA with the state, but that would be an item of approval for a special meeting.

Jacob talks about fire damage unit at Wilakenzie Townhouses and the insurance claim for the unit, and a contract that would need to be approved by the Board. He then talks about siding project bid for Pengra Court that is being finalized and that needed clarification before materials could be published.

Could we get 30 minutes of your time in two weeks to have a short meeting?

Commissioners who are present agree to a special 30-minute meeting on February 24th, 2021.

Adjourn.