

MINUTES

Homes for Good Housing Agency

BOARD OF COMMISSIONERS



Wednesday, June 28th, 2023, at 1:30 p.m.

Homes for Good conducted the June 28th, 2023, meeting in person at the Homes for Good administrative building and 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.

CALL TO ORDER

Board Members Present:

Heather Buch

Michelle Thurston

Justin Sandoval

Pat Farr

Larissa Ennis

Joel Iboa

Board Members Absent:

Justin Sandoval (joined shortly after call to order)

Kirk Strohman

Chloe Tirabasso

Char Reavis

Quorum Met

1. PUBLIC COMMENT

None

2. COMMISSIONERS' RESPONSE TO PUBLIC COMMENTS AND/OR OTHER ISSUES AND REMONSTRANCE

None

3. ADJUSTMENTS TO THE AGENDA

- PRESENTATION I: Energy Services Division Overview (Item #13) was the first agenda item discussed following Administration.
- ORDER 23-28-06-04H: In the Matter of Approving the Submission of the PHA FY 2024 Move to Work Supplement Plan (Item #12) was the first order of the agenda discussed following the consent agenda.

4. COMMISSIONERS' BUSINESS

None

5. EMERGENCY BUSINESS

None

6. EXECUTIVE SESSION

None

7. ADMINISTRATION

A. Executive Director Report

Jacob Fox discussed Homes for Good sponsoring at the Juneteenth Celebration held in Alton Baker Park on July 18th, 2023. The Energy Services Division had the opportunity to table at the event. Additionally, Jacob Fox had the opportunity to meet and engage with two new school board members.

The financial audit for FY 2022 has differed from previous audit firstly because Homes for Good is working with a new audit firm and secondly because throughout the process, the Finance Director position has been vacant as of late January 2023.

There have been challenges in accounting for various line items and the unaudited financials as they were completed by the previous Finance Director. With the issued opinion it is expected to include a significant deficiency as a result of the materials changes the auditors had to make between the unaudited financials and the audited financials. There will be a corresponding corrective action plan that the finance team has already begun to work on.

Strategic Equity Plan (SEP) Year Two board subcommittee has met twice since its creation. Members include, Homes for Good's Equity Strategy Team (EST), **Larissa Ennis**, **Joel Iboa**, **Justin Sandoval** and **Michelle Thurston**.

The board subcommittee has met regularly to discuss and improve the budget variance reports. It has been helpful to have **Kirk Strohman** and **Chloe Tirabasso** meet with the finance team on a monthly basis to clarify and enhance the reporting tools utilized.

Per the board request, included in the board packet is a list of ongoing events and opportunities for resident engagement. Should any board members like to attend, please contact **Jacob Fox** or **Jasmine Leary**.

Discussion Themes

- Implementing a monthly closing of the financial books
- Consulting firms for forensic accounting

B. Resident Services Event Calendar

[Refer to Board Packet]

Discussion Themes

None

8. CONSENT AGENDA

A. Approval of 05/31/2023 Board Meeting Minutes

Vote Tabulations

Motion: **Larissa Ennis**

Second: **Michelle Thurston**

Discussion: Vote tabulations were inaccurately recorded. Consent agenda is approved on the basis the errors are corrected.

Ayes: **Heather Buch, Michelle Thurston, Justin Sandoval, Larissa Ennis, Pat Farr**

Abstain: *None*

Excused: **Char Reavis, Chloe Tirabasso, Kirk Strohman, Joel Iboa**

The 05/31/2023 meeting minutes were passed [5/0/4]

ORDERS:

9. ORDER 23-28-06-01H: In the Matter of the Submission of the PHA FY 2024 Annual Plan

Compliance & Data Analyst, Mira Miller Presenting

Overview

The process to review and prepare the Annual Plan began in January 2023 and is submitted to HUD July 2023. The Resident Advisory Board (RAB), Homes for Good staff and the public are all involved in the document review. The Annual Plan includes the policies for the following:

- Public Housing Program
- Administrative Plan (Vouchers)
- MTW Supplement Plan

Discussion Themes

None

Vote Tabulations

Motion: **Larissa Ennis**

Second: **Michelle Thurston**

Discussion: *None*

Ayes: **Heather Buch, Michelle Thurston, Justin Sandoval, Larissa Ennis, Joel Iboa, Pat Farr**

Abstain: *None*

Excused: **Char Reavis, Kirk Strohman, Chloe Tirabasso**

ORDER 23-28-06-01H was approved [6/0/3]

10. ORDER 23-28-06-02H: In the Matter of Approving Contracts 23-P-0024 [Early Design Scope] & 23-P-0025 [Architectural Services] for Ollie Court

Project Developer, Matt Salazar Presenting

Overview

Through community engagement the name “Ollie Court” was selected for the property formerly known as the Naval Reserve. The property will be developed as housing and an early learning center.

In December 2019 the Architect Request for Proposal was published with four architectural firms to select from. Pivot Architecture was awarded the contract due to their expertise and experience with co-locating affordable housing and affordable childcare.

Pivot drafted a design for application materials, which were submitted to the State in March 2023. Homes for Good will know July or August 2023 if the funding has been received.

Typically, early designing doesn’t begin until a source of funding has been secured. In this instance, the scheduled construction start date would not be met, if early design is paused until funding has been secured. The scope has been split into early design and the remaining architectural services to allow the board to approve either: none, one or both contracts for Ollie Court.

Additionally, Homes for Good has been awarded \$4.9 million in lottery bond funds for the early learning center from the State of Oregon as the result of House Bill 5030.

Discussion Themes

None

Vote Tabulations

Motion: **Michelle Thurston**

Second: **Pat Farr**

Discussion: *None*

Ayes: **Heather Buch, Michelle Thurston, Justin Sandoval, Larissa Ennis, Joel Iboa, Pat Farr**

Abstain: *None*

Excused: **Char Reavis, Kirk Strohman, Chloe Tirabasso**

ORDER 23-28-06-02H was approved [6/0/3]

11. ORDER 23-28-06-03H: In the Matter of Authorizing the Transfer of Property at 375 Iowa Street in Eugene Oregon to Sponsors, Inc.

Real Estate Development Director, Steve Ochs Presenting

Overview

The Iowa Street land was originally purchased by Sponsors, Inc. to be utilized in addition to the land that Roosevelt Crossings is now on. Sponsors determined the Iowa Street land would not be used as part of Roosevelt Crossings. Subsequently the land ownership was transferred from Sponsors to Homes for Good. As a government agency, Homes for Good can own land tax-free, if the land will be developed into affordable housing.

The land sat vacant for several years until 2019, at which time it was developed by Sponsors into Jeffrey Commons, an affordable housing mini home village for Sponsors' program participants. Therefore, Homes for Good no longer needs to hold the ownership for this land and would like to transfer the deed back to Sponsors.

If it is determined that Homes for Good paid for the property to initiate the transfer, further investigation will be needed, and it is expected Sponsors will reimburse Homes for Good.

If there was an agreement that Homes for Good would buy the land and transfer the title back to Sponsors at no cost, then this item would be presented to the Homes for Good board again with more details and a recommendation upon further investigation.

Discussion Themes

None

Vote Tabulations

Motion: **Larissa Ennis**

Second: **Michelle Thurston**

Discussion: *None*

Ayes: **Heather Buch, Michelle Thurston, Justin Sandoval, Larissa Ennis, Joel Iboa, Pat Farr**

Abstain: *None*

Excused: **Char Reavis, Kirk Strohman, Chloe Tirabasso**

ORDER 23-28-06-03H was approved [6/0/3]

12. ORDER 23-28-06-04H: In the Matter of Approving the Submission of the PHA FY2024 Move to Work Supplement Plan

Rent Assistance Director, Beth Ochs Presenting

Overview

This is Homes for Good's first Move to Work (MTW) Supplement Plan. The Supplement Plan is an attachment to the Administrative Plan with a focus on MTW activity. In May 2022 Homes for Good became an MTW Agency. Since that time Homes for Good in collaboration with a MTW consultant has been drafting the Supplement Plan.

MTW WAIVER NARRATIVES:

The MTW Waiver Narratives document lists the waivers Homes for Good wants to implement in the first Supplement Plan. A full analysis was conducted on the Alternative Re-Exam Schedule. PHA's traditionally are required to conduct an annual income review for all Housing Choice Voucher (HCV) participants. Homes for Good is proposing to change the income review to every three years. The analysis details the financial and demographic impact.

The results of the analysis indicated that the new schedule would allow participating families to retain income increases for a longer period of time. But there would be a financial impact to Homes for Good. Homes for Good would be spending \$1.2 million more in housing assistance payments.

The conversion to Yardi software will provide opportunities for Homes for Good to offset the potential increase in spending, as Yardi has pre-established waivers in their system. As the conversion to Yardi has not yet happened, the waivers dependent on Yardi will need to be revisited once Homes for Good begins the use of the software.

Discussion Themes

- Staff time saved

Vote Tabulations

Motion: **Michelle Thurston**

Second: **Larissa Ennis**

Discussion: *None*

Ayes: **Heather Buch, Michelle Thurston, Justin Sandoval, Larissa Ennis, Pat Farr, Joel Iboa**

Abstain: *None*

Excused: **Char Reavis, Kirk Strohman, Chloe Tirabasso**

ORDER 23-28-06-04H was approved [6/0/3]

PRESENTATIONS:

13. PRESENTATION I: Energy Services Division Overview

Energy Services Director, Esteban Montero Chacon Presenting

[Refer to Board Packet]

Overview

The Energy Services Division at Homes for Good has three primary programs that assist Lane County residents with energy savings, heating repair and general energy education. These programs are:

- Weatherization Program
- Heat Systems Crisis Program
- Energy Education Program

Discussion Themes

- Utilizing ductless heat pumps for heating and cooling
- Oregon is considered a "heating zone" only
- Grants in the pipeline to assist with cooling
- Medical benefits of the Energy Services program
- Community Action Partnership of Oregon (CAPO) helps track the funding opportunities for the Energy Services Division
- Services covers all of Lane County – need is mapped out by zip code
- Beyond Toxics presentation on "do it yourself" (DIY) weatherization

No action needed.

14. OTHER BUSINESS

None

Meeting adjourned at 2:37 p.m.

Minutes Taken By: Jasmine Leary