

# MINUTES

Homes for Good Housing Agency

BOARD OF COMMISSIONERS

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**Wednesday, February 28<sup>th</sup>, 2024, at 1:30 p.m.**

Homes for Good conducted the February 28<sup>th</sup>, 2024, 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**

**Kirk Strohman**

**Chloe Chapman**

**Larissa Ennis**

**Joel Iboa**

**Destinee Thompson**

Board Members Absent:

**QUORUM MET**

## 1. PUBLIC COMMENT

*None*

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

*None*

## 3. ADJUSTMENTS TO THE AGENDA

*None*

## 4. COMMISSIONERS' BUSINESS

*None*

## 5. EMERGENCY BUSINESS

*None*

## 6. EXECUTIVE SESSION

*None*

## 7. ADMINISTRATION

### A. Executive Director Report

**Jacob Fox** discussed the current recruitment for Real Estate Development Director position along with the upcoming recruitment for the Project Manager position. Currently **Victoria Smithweiland** is interim Real Estate Development Director and **Matt Salazar** is the interim Project Manager.

Homes for Good leadership, supervisors, and managers over the past year have engaged collaboratively on how to develop professionally, support each other, and have an opportunity to interact in a more relaxed setting.

The Fiscal Year (FY) 23 organizational audit is in progress. Currently financial and compliance documentation is being submitted to our auditors – ahead of schedule in comparison to last year's audit. HUD has rejected the unaudited financial submission for reasons immaterial in nature, and the finance team is currently working to re-submit the unaudited financials to HUD prior to the deadline. The overall deadline to complete the organization audit is March 30<sup>th</sup>. The finance team has engaged Clifton Larsen Allen, a CPA firm to assist with the ongoing software migration to Yardi and details pertaining to audit documentation.

In response to the need for increased housing production the Eugene Area Chamber of Commerce has gathered community partners together to collaborate and determine how to effectively meet the needs of housing in the community and to stabilize lower middle class Lane County. The community partners involved in this engagement include **Commissioner Strohman, Vice-Chair Ennis and Commissioner Chapman**. Executive Director, **Jacob Fox** volunteered to lead a group called the "Building Home Action Team" to develop plans for increased housing in Lane County. Homes for Good's former Real Estate Development Director (in 2013) **Betsy Hunter** is co-leading this group with **Jacob**. Currently approximately 1,000 units are built every year – including all types of housing (affordable housing, high end homes, etc.). The action team is determining the cost of building 2,000 – 2,500 units per year instead. Should the State of Oregon approve an additional \$500,000 for housing production statewide, the action would be

tasked with securing as much of that funding as possible to begin housing production efforts in Lane County. Additionally, to further activate the lower-income housing space, Homes for Good has brought on Steve Ochs Consulting, Essex and Cameron McCarthy Landscape and Architecture Planning to provide support for this action team.

### **Discussion Themes**

- Determining what types of housing to build to impact the community most positively
- The future of board engagement as it pertains to the Building Home Action Team
- Recommendation to include consultants/experts of finance to provide a different perspective for the Building Home Action Team
- Urban Reserves vs. Urban Growth Boundary

#### **B. Quarterly Excellence Awards**

Rent Assistance Supervisor **Nat Dybens** presents the Quarterly Excellence Award to Office Assistant **Selena Gonzalez-Flores**

CAP Project Manager **Kurt Von Der Ehe** presents the Quarterly Excellence Award to Contract Administrator **Jared Young**

## **8. CONSENT AGENDA**

### **A. Approval of 01/24/2024 Board Meeting Minutes**

#### **Vote Tabulations**

Motion: **Chloe Chapman**

Second: **Heather Buch**

Discussion: Commissioner Chapman's previous last name was used throughout the document

Ayes: **Heather Buch, Michelle Thurston, Justin Sandoval, Kirk Strohman, Chloe Chapman, Larissa Ennis, Joel Iboa, Pat Farr, Destinee Thompson**

Abstain: *None*

Absent: *None*

**The 02/28/2024 Consent Agenda was approved [9/0/0]**

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## 9. DISCUSSION: February 15<sup>th</sup> Board Work Session Feedback Next Steps

*Executive Director, Jacob Fox Presenting*

### **Overview**

On February 15<sup>th</sup>, 2024, the Homes for Good Board of Commissioners met to review and discuss the Strategic Equity Plan (SEP) in the form of a "Gallery Walk". The activity was split into two parts:

- (1) Targeted Questions
- (2) Goal + Tactic Prioritization

The targeted questions provided an opportunity for the board to provide feedback on a series of questions aimed at helping staff add to and refine the SEP Year 3 which will come to the board in the Summer Of 2024.

The questions were:

- (1) How would you like to see us engage with Rural Lane County?
- (2) What goals would you like to see next year?
- (3) Do you feel like the items we bring to the board are in alignment with our Strategic Equity Plan Goals?
- (4) What gaps do you see in our current Strategic Equity Plan?

The goal and tactic prioritization activity provided an opportunity for the board to indicate which goals and/or tactics they would like to prioritize and which tactics they would like to deprioritize.

### **Discussion Themes**

- Timeline for Year 3 of the Strategic Equity Plan and board engagement

**No action needed.**

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**10. ORDER 24-28-02-01H: In the Matter of Accepting Bid and Awarding Contract #24-C-0008 for the Parkview Terrace Window Replacement Project**

*CAP Projects Manager, Kurt Von Der Ehe Presenting*

**Overview**

Parkview Terrace is an apartment community in downtown Eugene serving seniors and individuals with disabilities. The building currently has single-pane windows.

The award of this contract to GBC Construction would be to upgrade the windows to double-pane windows. This will increase energy efficiency and improve the quality of life for residents as the increased U-value will keep temperatures more regulated during seasonal shifts.

Due to high costs – the project will be completed in two phases. The contract will cover the first phase with a total amount of \$1,376,900.00. Performance and payment bonds for this contract. The high costs are primarily attributed to the type of window used. Given that the structure was built in the 1960's and considered historic, the State Historic Preservation Office is requiring that Homes for Good utilize a more expensive type of replacement window that looks similar to the original windows installed.

**Discussion Themes**

- Impact of construction on the residents
- Direct Pay Funds: Rebate that covers 30% - 70% of projects

**Vote Tabulations**

Motion: **Heather Buch**

Second: **Justin Sandoval**

Discussion: *None*

Ayes: **Heather Buch, Michelle Thurston, Justin Sandoval, Kirk Strohman, Chloe Chapman, Larissa Ennis, Joel Iboa, Pat Farr, Destinee Thompson**

Abstain: *None*

Absent: *None*

**ORDER 24-28-02-01H was approved [9/0/0]**

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**11. ORDER 24-28-02-02H: In the Matter of Approving the Formation of a Limited Partnership (LP) and Limited Liability Corporation (LLC) for Ollie Court at 1520 W. 13<sup>th</sup> Avenue in Eugene, Oregon**

*Interim Project Development Manager, Matt Salazar Presenting*

**Overview**

Homes for Good is seeking approval to form a Limited Partnership (LP) and Limited Liability Company (LLC) that will own and manage Ollie Court low-income housing community per the recommendation of legal counsel to pursue this ownership structure for liability protections.

Ollie Court will be a new 81-unit multifamily housing community and early learning center located in the Jefferson Westside neighborhood of Eugene, Oregon. The formation of the LP and LLC is necessary to allow transfer of ownership to occur at financial closing – estimated to be the summer of 2024.

- Approval of this board order would authorize:
- Formation of the Owner LP and Creation of Accounts
- Formation of the General Partner LLC
- Representatives:
  - Jacob Fox, Executive Director or assignee or successor
  - Ela Kubok, Deputy Director or assignee or successor
  - Eileen Lahey, Finance Director, or assignee or successor

**Discussion Themes**

- Ownership structure vs. controlling structure
- Frequency of tax credit finance structures for developments
- Common to not list specific financing partners

**Vote Tabulations**

Motion: **Kirk Strohman**

Second: **Larissa Ennis**

Discussion: **Commissioner Chapman** expressed appreciation for Matt Salazars hard work and diligence with the deal.

Ayes: **Heather Buch, Michelle Thurston, Justin Sandoval, Kirk Strohman, Chloe Chapman, Larissa Ennis, Joel Iboa, Pat Farr, Destinee Thompson**

Abstain: *None*

Absent: *None*

**ORDER 24-28-02-02H was approved [9/0/0]**

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## **12. PRESENTATION: Public Housing Authority Annual Plan & Five-Year Plan**

### **Overview**

*Rent Assistance Division Director, Beth Ochs Presenting*

### **Overview**

**[see presentation]**

### **Discussion Themes**

None

**No action needed.**

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## **13. OTHER BUSINESS**

*None*

**Meeting adjourned at 2:43 p.m.**  
***Minutes Taken By: Jasmine Leary Mixon***