



HOMES FOR GOOD BOARD OF COMMISSIONERS MEETING

Wednesday, October 30th, 2024

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AGENDA

Homes for Good Housing Agency

BOARD OF COMMISSIONERS

Location of the meeting:

Homes for Good Administrative Building
100 W 13th Avenue
Eugene, OR 97401



Zoom

This meeting will be conducted in person with the option to join via public video call and conference line (see details below).

Wednesday, October 30th, 2024, at 1:30pm

The October 30th, 2024, Homes for Good Board of Commissioners meeting will be held at the Homes for Good Administrative Building. It will also be available via a public video call with dial-in capacity. The public has the option to participate in person or by joining via video call or conference line.

Join Zoom Meeting:

<https://us02web.zoom.us/j/88069630164>

1. PUBLIC COMMENTS

Maximum time 30 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.

PLEASE NOTE: *The Homes for Good Board of Commissioners is a policy advisory body to Homes for Good and is not designated to resolve issues in public meeting. The Board will not discuss or make decisions immediately on any issue presented.*

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

3. ADJUSTMENTS TO THE AGENDA

4. COMMISSIONERS' BUSINESS

5. EMERGENCY BUSINESS

6. EXECUTIVE SESSION

7. ADMINISTRATION

- A. Executive Director Report
- B. Quarterly Excellence Awards

8. CONSENT AGENDA

- A. Approval of 09/25/2024 Board Meeting Minutes

9. PRESENTATION

Introduction to the Homes for Good Foundation
(Jordyn Shaw, Communications Administrative Specialist) (Estimated 10 minutes)

10. ORDER 24-30-10-01H

In the Matter of Appointing the Members of the Homes for Good Foundation Board of Directors
(Jordyn Shaw, Communications Administrative Specialist) (Estimated 10 minutes)

11. ORDER 24-30-10-02H

In the Matter of Approving the Contract Modification II for Professional Financial Consultant Services
(Ela Kubok, Deputy Director) (Estimated 15 minutes)

12. PRESENTATION

Executive Director Performance Evaluation Process
(Bailey McEuen, Human Resources Director) (Estimated 15 minutes)

13. PRESENTATION

Overview of the Real Estate Development Pipeline
(Matt Salazar, Project Development Manager) (Estimated 30 minutes)

14. ORDER 24-30-10-02H

In the Matter of Authorizing the Executive Director or Designee to Apply for HOME Funds & Other Gap Financing for The Coleman Development in Eugene, Oregon
(Johanna Jimenez, Project Developer) (Estimated 15 minutes)

15. OTHER BUSINESS

Adjourn.

Significant progress continues to be made on catching up on late Finance Department tasks along with improvements to our systems as outlined in our FY23 audit corrective action plan. As of 10/21 reconciliations from our Yardi software to our bank statements are at 92.5% completion (125 of our 135 accounts) The current focus is on August and September and one of our CLA consultants is supporting staff by entering posts into Yardi. The other CLA consultant has developed a month end close written policy and a corresponding checklist form. Our goal is to complete our first month end close in November for the month of October. We are also actively completing tasks related to our FY24 year-end close and preparation of our unaudited financials which are due to HUD on November 30th. There is a 15-day grace period so the hard deadline for submission is December 15th.



The Centre for Public Impact invited Steve Mokrohisky, Lane County Administrator, Eve Gray, Lane County's Director of Health and Human Services and myself to be panel participants at the MetroLab Network Summit in Washington DC on October 1st. MetroLab is focused on empowering collaboration between local governments and universities. The panel was focused on the intersection between housing, homelessness and mental health and we were able to share our partnership work to address homelessness in Lane County.

Lazy Days continues to be an exciting and challenging community to build. I was able to see our progress first hand on October 22nd when 10 modular homes were placed on foundations by a large crane and another 10 will be placed the week of November 4th. The homes still need to have utilities hooked up; decks/stairs installed so it will take 30-60 days to receive certificates of occupancy so people displaced by the 2020 Holiday Farm wildfire can move in.

We are in the process of selecting a company to build the remaining 10 small homes for the Lazy Days community and will have this selection complete in the next 60 days so the entire community will be restored with 30 new homes in 2025. I can say that this is one of the most unique and compelling communities that Homes for Good has built in our 75-year history and for the wildfire impacted people living in the McKenzie River valley we are restoring community through our good work.





NEWS REPORTS SEPTEMBER – OCTOBER 2024

New Affordable Housing Apartments Under Construction on East Broadway

A new construction project is underway on East Broadway. Lane County's housing agency, Homes for Good, is developing a 57-unit apartment complex called Bridges on Broadway for people experiencing chronic homelessness.

Link:

<https://dailyemerald.com/152993/uncategorized/new-affordable-housing-apartments-under-construction-on-east-broadway/>

More Than 500 Formerly Homeless Oregonians Have Found Housing This Year

Buoyed by Lane County, Oregon is on track to meet Gov. Tina Kotek's January goal of moving 650 formerly homeless people into permanent housing before the state's latest homelessness emergency declaration expires in January.

Link:

https://www.centraloregondaily.com/news/regional/oregon-homelessness-500-find-housing/article_30fa37e0-8276-11ef-9057-9f3941ca8e2b.html

City of Eugene Announces \$6.5 Million in Affordable Housing Funds

As Eugene continues to struggle with an affordable housing deficit, the City of Eugene just announced more than \$6.5 million in affordable housing funds. The HOME program funding is an annual fund focused on rental developments for low-income community members with priority for accessibility, and the HOME - American Rescue Plan funding is a one-time opportunity focused on providing housing to vulnerable communities.

Link:

https://www.kezi.com/news/city-of-eugene-announces-6-5-million-in-affordable-housing-funds/article_afbce9c0-6cae-11ef-bdd1-4396ab6ed1db.html



I WOULD LIKE TO NOMINATE JOSH FOR THE EXCELLENCE AWARD BECAUSE HE IS A ROCK STAR! I CAN'T TELL YOU HOW MANY TIMES I HAVE GONE TO HIM FOR HELP WITH AN IT ISSUE AND HE IS ALWAYS ABLE TO RESOLVE MY PROBLEM, USUALLY IN A VERY SHORT AMOUNT OF TIME. HE IS AMAZING AT EXPLAINING THINGS, TAKING TIME TO LISTEN TO MY CONCERNS AND HE NEVER MAKES ME FEEL BAD FOR ASKING FOR HELP. HE IS A FANTASTIC EMPLOYEE, AND I AM SO GRATEFUL THAT HE WORKS HERE. I THINK HE DESERVES RECOGNITION FOR HIS HARD WORK, GREAT ATTITUDE, KIND DEMEANOR AND HIS FAST RESPONSE TIME. I THINK WE HAVE THE BEST IT DEPARTMENT AROUND.

NICOLE TARRICONE
PROPERTY MANAGER



Homes. People. Partnerships. Good.

MINUTES

Homes for Good Housing Agency

BOARD OF COMMISSIONERS



Wednesday, September 25th, 2024, at 1:30 p.m.

Homes for Good conducted the September 25th, 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 comments, and listen to the call.

CALL TO ORDER

Board Members Present:

Heather Buch

Michelle Thurston

Justin Sandoval

Kirk Strohman

Chloe Chapman

Larissa Ennis

Destinee Thompson

Joel Iboa

Board Members Absent:

Pat Farr

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

Homes for Good Board will hold an Executive Session pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by Homes for Good Board of Commissioners to negotiate real estate property transactions.

7. ADMINISTRATION

A. Executive Director Report

Jacob Fox discussed Deputy Director, Ela Kubok receipt of the "20 Under 40 Rising Business Star" award and the opportunity to celebrate her numerous accomplishments not only at Homes for the Good but within the community.

Currently the modular homes that will be used for the Lazy Day Mobile Home Park are stored at Blazer Industries in Aumsville, Oregon. The homes have been inspected and will be re-inspected once placed on the foundations. The primary delay to placing the homes is due to insurance companies having a moratorium on new policies as a result of active wildfires in the area. Once the wildfires reach 75% containment, insurance companies will consider issues new policies. The hope is to have the 20 modular homes placed on foundation in October 2024.

Discussion Themes

- Homes for Good will host a Lazy Days tour to see the modular homes.
- Representative Pam Marsh and Governor Tina Kotek have indicated a desire to attend the Lazy Days tour.

B. Board 2025 Engagements

The board is asked to review the document titled "2025 Board Calendar Presentations" and confirm the proposed dates for board engagements work for their schedules. At the October board meeting any concerns and adjustments will be discussed and calendar invites will be sent out.

Discussion Themes

None

8. CONSENT AGENDA

- A. Approval of 08/21/2024 Board Meeting Minutes
- B. ORDER 24-25-09-03H: Approve the Reopening of Contract 23-C-0030 Parkview Fire Rehab to Revise Final Contract Amount to Match Insurance Settlement

Vote Tabulations

Motion: **Larissa Ennis**

Second: **Justin Sandoval**

Discussion: *None*

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

Abstain: *None*

Excused: **Joel Iboa, Pat Farr**

The 09/25/2024 Consent Agenda was approved [7/0/2]

9. ORDER 24-25-09-01H: In the Matter of Approving the Fiscal Year 2025 Budget

Executive Director, Jacob Fox Presenting

Overview

The Agency Budget Document provides a narrative and overview of the budgets for fiscal year 2025 (October 1, 2024 – September 30, 2025). A series of office hours were held for each division as an opportunity for board members to familiarize themselves with the budgets and ask clarifying questions.

This is the first year that the budget was prepared by each Division Director in Yardi.

[see presentations titled: "Budget Reference Table" and "FY25 Budget Doc Link"]

Discussion Themes

- Appreciation for Board Budget Office Hour engagement prior to bringing the finalized budget to the board
- The narratives and glossary increase the accessibility for folks to be able read the document
- Appreciation for navigating how to present a balanced budget and discussing those details with the Board

Vote Tabulations

Motion: **Kirk Strohman**

Second: **Chloe Chapman**

Discussion: *None*

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

Abstain: *None*

Excused: **Joel Iboa, Pat Farr**

ORDER 24-25-09-01H was approved [7/0/2]

10.ORDER 24-25-09-02H: In the Matter of Approving the Fiscal Year 2025 Public Housing Operating Budget

Supportive Housing Director, Wakan Alferes Presenting

Overview

HUD requires the board to review and approve the Public Housing Operating Budget separate from the approval of the Agency overall budget.

Discussion Themes

- *None*

Vote Tabulations

Motion: **Justin Sandoval**

Second: **Chloe Chapman**

Discussion: *None*

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

Abstain: *None*

Absent: **Joel Iboa, Pat Farr**

ORDER 24-25-09-01H was approved [7/0/2]

11. PRESENTATION: Client Accounting & Advisory Services (CAAS) Finance Review

CAAS Engagement Director, Holly Atkins Presenting

Overview

[see presentation titled: "CAAS Homes for Good Introduction"]

Discussion Themes

- Time frame for CAAS work completion
- Needed attributes in a Finance Director
- Role of **Jacob Fox** and **Ela Kubok** in the future of supporting the Finance Department

No action needed.

12. OTHER BUSINESS

None

Meeting adjourned at 2:57 p.m.

Minutes Taken By: Jasmine Leary Mixon



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 10/30/2024

AGENDA TITLE: Introduction to the Homes for Good Foundation

DEPARTMENT: Executive

CONTACT : Jordyn Shaw

EXT: 2593

PRESENTER: Jordyn Shaw

EXT: 2593

ESTIMATED TIME : 10 Minutes

- ORDER/RESOLUTION
- PUBLIC HEARING/ORDINANCE
- DISCUSSION OR PRESENTATION (NO ACTION)
- APPOINTMENTS
- REPORT
- PUBLIC COMMENT ANTICIPATED

Approval Signature

EXECUTIVE DIRECTOR:

A handwritten signature in black ink, appearing to be "JAF", is written over a horizontal line.

DATE: 10.24.2024

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



HOMES FOR GOOD
FOUNDATION

INTRODUCTION

In 2013 Homes for Good Housing Agency established its nonprofit branch known as The Homes for Good Foundation. The Foundation's purpose is to improve the living conditions and quality of life of low-income Lane County residents. The Homes for Good Foundation aims to provide stability and growth through:

- Scholarship Program
- Kids Club Programming
- Supporting Homes for Good Resident Services Programs



THE SCHOLARSHIP PROGRAM

Our \$1,000 scholarship annually for two years helps residents off to the right start, with support for their goals of continuing education. The scholarship also services residents going back to school or starting a vocational program later in life.

Our scholarship application is open to Homes for Good residents pursuing a college degree or vocational program. Our past recipients have went to study at UO, OSU, SOU, and Lane.

The Homes for Good Foundation has provided a total of:

\$29,250

in scholarships since 2016

\$5,000 is slated to be given out in the next year as second year scholarships.



Congratulations 1st Year
Scholarship Recipient

Anne-Marie

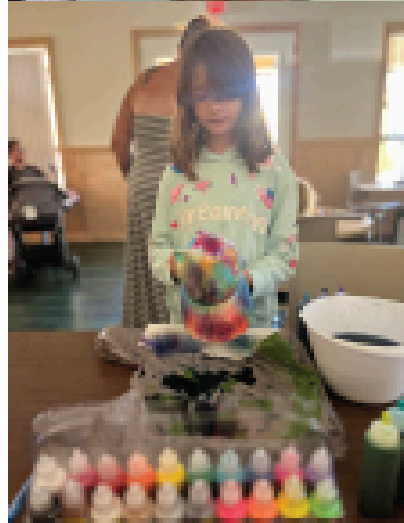


“
I love to passionately serve and love others! It has always been a dream of mine to volunteer for medical missions as a traveling nurse and having the money for tuition will help me realize my dream of becoming a world changer.
”

**HOMES FOR GOOD
FOUNDATION**



RESIDENT SERVICES SUPPORT

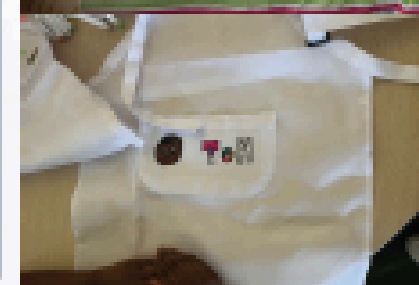
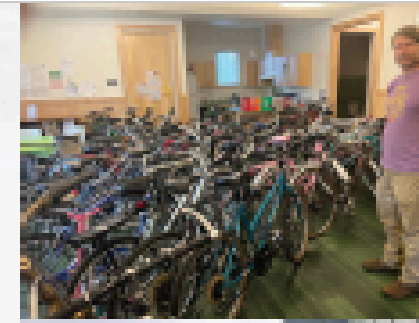


Programming at Sarang

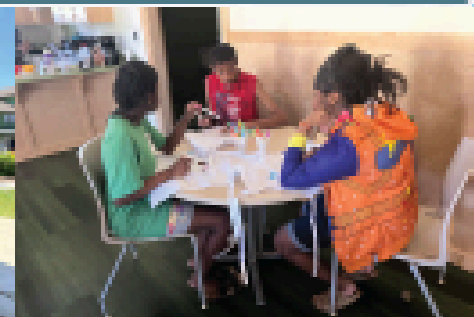
Funding was spent on food, bus passes, prizes, and gift cards. Kids aged 2-15 were in attendance, with an average of 12 kids and 4 adults per day.

**Total Grant
Fund Spent:
\$3,218.02**

- 11 Breakfasts
- 11 Lunches
- 1 Ice Cream Party
- 1 Sarang Celebration
- 11 Office Hours
- 6 FFLC Extra Helpings Food Program
- 70 Bikes given away

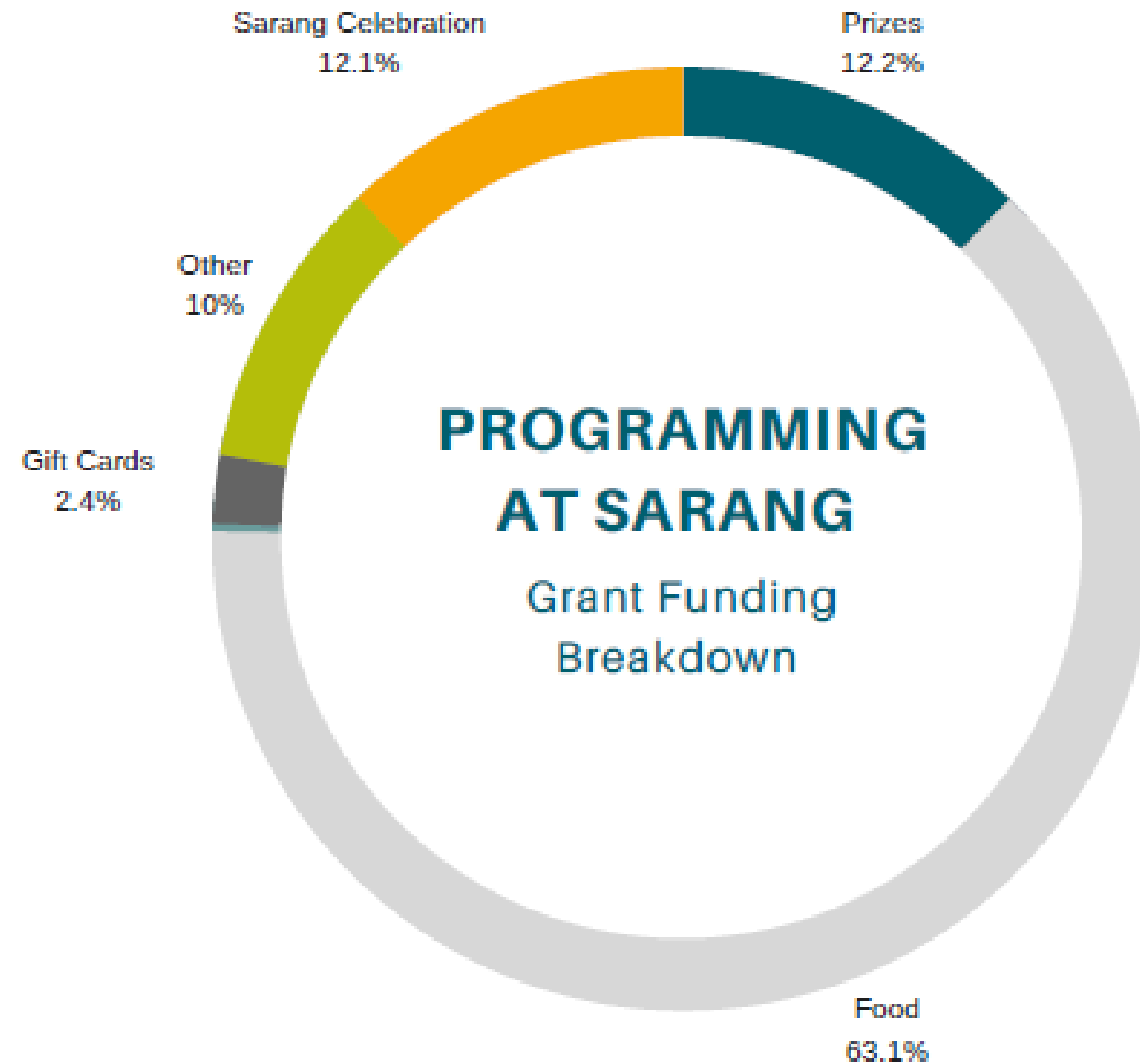


**HOMES FOR GOOD
FOUNDATION**



RESIDENT SERVICES SUPPORT

HOMES FOR GOOD FOUNDATION	
PRIZES	\$458.02
FOOD	\$2,366.81
BUS PASSES	\$9.00
GIFTCARDS	\$88.90
OTHER	\$375.76
SARANG CELEBRATION	\$454.40



FUNDING

- 1** Direct Payroll Deduction and Staff contributions through United Way
- 2** Letter Campaign to business and contractors who do work with Homes for Good
- 3** Modest restaurant fundraisers around Giving Tuesday
- 4** Grant Applications
- 5** (New) Direct donations via website
- 6** (New) Amazon Wishlist for PSH needs
- 7** Bottle Drop can/bottle donations

THE FOUNDATION BOARD

Karen Saxe

Dev NW



Darcy Philips

Cornerstone
Community Housing



Nicole Tarricone

Homes for Good



Nat Dybens

Homes for Good



Amber Garret

Homes for Good



ADMINISTRATION

The Homes for Good Foundation
has hosted

11

paid interns since 2016
from the University of Oregon and
George Fox University.





BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 10/30/2024

AGENDA TITLE: In the Matter of Appointing Members of the Homes for Good Foundation Board of Directors

DEPARTMENT: Executive

CONTACT : Jordyn Shaw

EXT: 2593

PRESENTER: Jordyn Shaw

EXT: 2593

ESTIMATED TIME : 10 Minutes

- ORDER/RESOLUTION**
- PUBLIC HEARING/ORDINANCE**
- DISCUSSION OR PRESENTATION (NO ACTION)**
- APPOINTMENTS**
- REPORT**
- PUBLIC COMMENT ANTICIPATED**

Approval Signature

EXECUTIVE DIRECTOR:

A handwritten signature in black ink, appearing to be "J. Shaw", is written over a horizontal line.

DATE: 10.24.2024

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



MEMORANDUM

TO: Homes for Good Board of Commissioners

FROM: Jordyn Shaw, Communications Administrative Specialist

AGENDA ITEM TITLE: ORDER 24-30-10-01H // In the Matter of Appointing Members of the Homes for Good Foundation Board of Directors

AGENDA DATE: October 30th, 2024

MOTION:

It is moved that Quinne Hauth shall be appointed to the Homes for Good Foundation Board of Directors.

DISCUSSION:

A. Issue

Homes for Good Housing Agency Board of Commissioners approval is necessary for the appointment of members of the Homes for Good Foundation Board of Directors.

B. Background

The Foundation has changed substantially since its formation in 2013.

Notable developments include:

- Name change from HousingPlus to Homes for Good Foundation in 2019
- Updated bylaws in 2020
- Filled board vacancies and have had steady board member attendance since May of 2021
- A new logo and brand plan in 2023
- Providing a total of \$29,250 in scholarships since 2016 with \$5,000 still slated to be provided in the next year.
- Supporting Resident Services through grant pass throughs of \$25,000
- Hosted 11 paid interns since 2016

The Homes for Good Foundation board currently has three Homes for Good staff members: Nat Dybens, Nicole Tarricone, Amber Garret; and 2 non-Homes for Good Staff members: Darci Phillips and Karen Saxe, sit on the Homes for Good Foundation Board of Directors.

Through discussions with a previous communications intern, Homes for Good staff became aware of the UO Scholars on Board Program (*See attachment*). The Homes for Good Foundation has had a number of interns work for the Foundation to complete the day-to-day tasks of the Foundation but has never partnered with the University of Oregon in this manner before. This partnership is something Homes for Good and the Homes for Good Foundation would like to foster.

In conversations with both the PPPM department at UO, and our summer communications intern, Quinne Hauth has expressed interest in becoming a member of the Homes for Good Foundation Board to fulfill the requirements of the UO Scholars on Board Program for the 2024-2025 School Year. Quinne will, if appointed, be a full voting member of the board, as well as volunteering a total of 90 hours over the course of October 2024 to June 2025.

C. Analysis

In Accordance ORS 65.307 Number of directors. (1) A board of directors must consist of one or more individuals for a mutual benefit or religious corporation and three or more individuals for a public benefit corporation, with the number specified or fixed in accordance with the articles of incorporation or bylaws.

In Accordance with Article II, Section 3. Number of Directors, of the Homes for Good Foundation Bylaws, The Board of Directors will consist of no fewer than three and no more than fifteen members for the first year. The Secretary shall ensure that the Corporation maintains a current formal record of the names, contact information, and status of Directors. The contact information of Directors must be in the form of a street address, mailing address, or electronic address at which the Director elects to receive notices and other messages from the Corporation.

In Accordance with Article II, Section 5, Selection of Directors of the Homes for Good Foundation Bylaws, Directors shall serve only until the next annual election of Directors after the expiration of their terms, when Directors may be re-elected and any new Directors will be elected by the Board of Commissioners of Homes for Good Housing Agency at an annual meeting held for that purpose during the first quarter of the calendar year.

We recognize that the appointment in October does not align with the current wording of Article II, Section 5 "at an annual meeting held for that purpose during the first quarter of the calendar year" within the bylaws. However, delaying the appointment will only allow Quinne to participate in the March 2025 and June 2025 Foundation Meetings, appointment now would allow participation in the December 2024 meeting.

A By-law review is planned as part of one of the Foundation Board Projects for 2024-2025 to review language such as this, and other language that is not in alignment with the functions of the Foundation.

D. Furtherance of the Strategic Equity Plan

In the 2023-2024 SEP, a goal was,

"We will implement the framework of our plan to expand client employment opportunities and expand the number of contracts we have with businesses owned by people from the BIPOC community and businesses owned by women."

And a tactic was,

"Meet twice annually with University of Oregon & Lane Community College to build on existing relationships for internships and Lane Community College Career Pathways."

In 2024-2025 SEP the goal is,

"We will create educational & employment opportunities for youth in our programs through intentional partnerships with local organizations serving youth."

Although it is not a specific tactic laid out in the plan, the additional board member through the UO Scholars on Board program will help to create learning opportunities for youth in Lane County, and

further strengthen partnerships with the University of Oregon, specifically the PPPM department which has been a feeder for hiring in the past.

E. Alternatives & Other Options

If not approved at this time, Homes for Good staff will bring the order back to the Board in January of 2025 for approval. Quinne will then be able to participate as a voting member in the March 2025 meeting.

F. Timing & Implementation

Quinne will take part in the December 2024 Foundation Board Meeting as a full voting member. Quinne has already begun her 90 volunteer hours.

G. Recommendation

Approval of the proposed motion.

H. Follow Up

Upon approval of the Order, Quinne Hauth will be appointed for a two-year term to the Homes for Good Foundation Board of Directors.

I. Attachments

- Updated Homes for Good Foundation Bylaws
- UO Scholars on Board Program Memo to Interested Orgs

BYLAWS

OF



Adopted:

(Date)

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- Section 1. Articles of Incorporation and Bylaws

NOTE: The Oregon Nonprofit Corporation Act (ORS Chapter 65) both establishes and limits the powers and procedures available to nonprofit corporations. Where any questions arise about the meaning of these bylaws, or where these bylaws are silent on an issue, the Oregon Nonprofit Corporation Act should be consulted. If you would like assistance in updating, amending, or interpreting these bylaws, contact David Atkin, Attorney.

BYLAWS OF THE HOMES FOR GOOD FOUNDATION

ARTICLE I. PURPOSE

Section 1. Purpose. The purposes of the Homes for Good Foundation are exclusively those allowed for organizations defined under §501(c)(3) of the Internal Revenue Code. Within these limits, the purposes of the Homes for Good Foundation include the following:

To improve the living conditions and quality of life of low-income Lane County residents.

ARTICLE II. BOARD OF DIRECTORS

Section 1. Duties of the Board. The Board of Directors must establish the corporation's policies and review and change them as necessary, oversee its programs, appoint or employ and supervise its staff director, authorize its expenditures, oversee its financial affairs, and ensure the proper management and use of its assets and property.

The Board must also ensure that the corporation properly employs the necessary corporate formalities to make its decisions, that it prepares and submits all required state and federal reports, and that it operates in compliance with relevant state and federal laws. Board members must diligently prepare for, attend, and participate in the meetings of the Board of Directors and any Board committees as needed, in order to carry out these tasks.

The Board shall strive to meet at least four times per year, and shall strive to do this by meeting at least once each quarter of the year. The role of the Board does not include direct management or conduct of the daily operations of the organization, or the supervision of staff members other than the staff's executive director.

Section 2. Qualifications of Directors. Nominees for positions on the Board of Directors must have exhibited an interest in and commitment to the purposes of the Homes for Good Foundation, and must have expertise in areas relevant to the needs of the organization.

Section 3. Number of Directors. The Board of Directors will consist of no fewer than three and no more than fifteen members for the first year. The Secretary shall ensure that the Corporation maintains a current formal record of the names, contact information, and status of Directors. The contact information of Directors must be in the form of a street address, mailing address, or electronic address at which the Director elects to receive notices and other messages from the Corporation.

Section 4. Terms of Directors. Directors will serve two year terms. However, unless they formally resign or are removed from office, directors will remain in office until their successors are properly elected, designated, or appointed. There is no limit to the number of terms, successive or otherwise, a director may serve.

Section 5. Selection of Directors. Directors shall serve only until the next annual election of Directors after the expiration of their terms, when Directors may be re-elected and any new Directors will be elected by the Board of Commissioners of Homes for Good Housing Agency at an annual meeting held for that purpose during the first quarter of the calendar year. Nominations for new Board members may be made by the Board of Directors, by individual Board members, or by a Nominating Committee.

Section 6. Filling Vacancies. The Board of Directors, by a majority vote of all of the Directors in office, may elect new directors to fill any vacancies on the Board, including vacancies created by the passage of a resolution increasing the total number of Board member positions. A director elected to fill a vacancy will serve the remainder of the term normally associated with that position.

Section 7. Removal of Directors. A director may be removed for the causes stated in these bylaws by a majority of the Board of Commissioners of Homes for Good Housing Agency. A director may be removed only for the following cause: breach of a Director's fiduciary responsibility.

Section 8. Resignation of Directors. A director may resign at any time. The resignation of a director must be in writing and be delivered to the Board of Directors, its presiding officer, the president, or the secretary. Once delivered, a notice of resignation is irrevocable.

Section 9. Election of Officers. As soon as possible following each annual election of directors, the Board of Directors must elect officers of the corporation.

Section 10. Conduct of Directors. Directors must discharge their duty of loyalty and their duty of diligence in good faith with the care an ordinarily prudent person in a like position would exercise under similar circumstances and in a manner the director reasonably believes to be in the best interest of the corporation.

Section 11. Quorum. At all meetings of the Board of Directors, the presence or participation of a quorum, which is at least a fifty-one percent (51%) majority of the number of Directors in office immediately before the meeting begins, is necessary to allow the transaction of corporate business or the making of corporate decisions.

Section 12. Decision-Making and Voting. The affirmative vote of at least a fifty-one percent (51%) majority of all of the Directors in office is necessary and sufficient to make a decision of the Board of Directors of the Homes for Good Foundation unless a

greater proportion is required by law or by these bylaws. An abstention counts as part of the total number of votes cast, and does not reduce the number of affirmative votes required to pass a motion.

All decisions require a clearly stated motion, a second, and a vote that must be recorded in the written minutes. Each member of the Board of Directors will have one vote. At the request of any director, the names will be recorded in the minutes of each director who voted for, voted against, or abstained on a particular motion.

Section 13. No Proxy Voting. No voting by proxy is allowed at any meeting of the Board of Directors or as part of reaching any decision of the Board.

Section 14. Meetings. The Board must meet at least four times per year, and shall strive to do this by meeting at least once each quarter of the year. Meetings of the Board of Directors may be called by the president, the chair of the Board, or 50% of the directors in office. Roberts Rules of Order may be consulted for guidance but shall not be binding.

Section 15. Executive Session Meetings. The Board President or the Board by a majority vote of the Directors present may at any time decide to go into an Executive Session meeting. Executive Session shall be used when the Board deems it is necessary to protect the confidentiality of the matters that will be considered there.

Executive Session meetings may be attended only by members of the Board of Directors, and any guests the Board invites to join the meeting, which may include the Executive Director, other staff, or any other person the Board wishes to invite. A Director may also be excluded from any portion of Executive Session meetings in which matters will be considered that present a conflict of interest for that Director.

Minutes shall be properly recorded, but shall only be read or approved at a subsequent Executive Session if there is a need to continue to insure the confidentiality of the matters contained in the minutes. The Secretary shall take care to record in the minutes only the motions passed and information essential to comply with the law, in order to protect the confidential nature of Executive Sessions.

Section 16. Telephonic Meetings. Meetings may be held by telephone, video conferencing, internet-based communication or other method, as long as all participating directors may simultaneously hear and speak with each other. A director participating in such a meeting is deemed present for purposes of a quorum.

Section 17. Decisions by Mail or Email.

(A) Voting by Mail. Any decision that the Board of Directors may make at a meeting may be made without a meeting if the decision is approved by the affirmative vote of all

of the Directors of the Board. A clearly stated motion must be sent to all of the Directors on the Board by mail or fax, with clear instructions that this process requires one hundred percent (100%) of the Directors to vote "yes" for the motion to pass. Motions are adopted and effective on the date that all Directors in office have responded with an affirmative "yes" vote. If any Director votes "no," abstains, or fails to vote, then the motion fails to pass. A printed record of each Director's vote must be kept in the corporate records.

(B) Voting by Email. Voting by email may be authorized by the Board of Directors. Unless prohibited or limited by the Articles of Incorporation or these Bylaws, any action which may be taken at any annual, regular, or special meeting of the Board of Directors may be taken without a meeting by email if: (1) The Corporation has a record of all Directors email addresses; and (2) The Corporation maintains a copy of the announcement and record of the Director's votes in the corporate minutes.

The announcement shall be sent to each Director at the email address stored in the corporate records and shall include: (1) A description of the action to be taken; (2) A deadline to respond with a vote which may not be less than forty-eight (48) hours; (3) A statement that a Director may change their vote any time prior to the deadline; and (4) An effective date if the action is intended to be effective at a date which is later than the deadline date.

The affirmative vote of a majority of all Directors in office is an act of the Board of Directors if the action is taken pursuant to this section, unless a greater number of affirmative votes for the proposed action is required by law, the Articles of Incorporation, or these Bylaws.

Section 18. Notice of Meetings. Notice must be given of every meeting of the Board, stating the date, time, and location of the meeting, and the purpose of the meeting if so required by law or these bylaws. The notice must be given not less than forty eight (48) hours in advance of the meeting if delivered by telephone conversation or in person, and not less than seven (7) days in advance if delivered by first class mail, email, or fax to an address provided by the individual director.

Regular meetings: After the initial notice is given of the schedule for a series of regular meetings, which will occur at a fixed time and place, no further separate notice is required for each of those regular meetings. Notice must state the time, date, and location of the meeting. The Board may by resolution establish or change the dates of regularly scheduled meetings, with proper notice given to all directors.

Section 19. Waiver of Notice. Any director may waive the right to receive full advance notice of any meeting. Waivers of notice must be in writing, signed by the person entitled to notice, and given to the secretary to be placed in the corporate records. Waivers may be signed before or after the meeting has taken place. The attendance of

a director at any meeting without specific objection to the notice constitutes a waiver of the right to receive full notice of that meeting.

Section 20. Authority of Directors. The President and the Executive Director shall be the official spokespersons for the organization, and may represent the organization and its positions whenever appropriate. No member of the Board of Directors other than the President may officially represent the positions of the organization or speak or act on behalf of the organization without specific approval by the Board to do so.

ARTICLE III. OFFICERS AND STAFF

Section 1. Officers. The officers of Homes for Good Foundation must carry out the policies and decisions of the Board of Directors as directed by the Board. Officers must include a president, secretary, and treasurer, and may also include a vice president/president elect, a chairperson and any other officers the Board may desire. The same person may not hold the offices of president and secretary at the same time, but the same person may hold any other two offices. Officers do not have to serve simultaneously as members of the Board of Directors. Officers who are not members of the Board have no right to vote on Board decisions.

Section 2. Election and Term of Office. The officers of Homes for Good Foundation will be elected for a one year term by the Board of Directors. Election of officers must be done as soon as possible following the annual election of directors. However, unless they formally resign or are removed from office, officers will remain in office until their successors are properly elected, designated or appointed. There is no limit to the number of terms, successive or otherwise, an officer may serve.

Section 3. Removal. Any officer elected by the Board of Directors may be removed by the Board of Directors whenever, in its judgment, the interests of the corporation would be best served by such removal. The person being considered for removal has no vote in the process of removal.

Section 4. Vacancies. If any office of the corporation becomes vacant by death, resignation, retirement, removal, disqualification, or any other cause, the remaining directors still in office, although less than a quorum, may elect or appoint an officer to fill such a vacancy. The elected officer will hold office for the unexpired portion of the term of that office.

Section 5. President. The president is the principal officer of the corporation and will, in general, supervise or oversee the supervision of all of the affairs of the corporation. The president generally will preside at all meetings of the Board of Directors unless the Board selects another person to preside. The president must also perform other duties

as may be assigned by the Board of Directors. The president may serve as an ex-officio member of any committee.

Section 6. Vice-President/President Elect. In the absence of the president or in the event of the president's inability to act, the vice-president performs the duties of the president. The vice-president, when acting as president, has all the powers of and is subject to all the restrictions on the president. The vice-president must also perform other duties assigned by the Board of Directors. More than one position of vice-president may be created and their duties clarified in an ordinary resolution of the Board.

Section 7. Secretary. The secretary must perform or oversee the performance of the following duties: a) record and keep the minutes of the meetings of the members and of the Board of Directors or any Board committees, b) see that all notices are duly given in accordance with the provisions of these bylaws or as required by law; c) be custodian of the corporate records; d) keep a register of each member's mailing address provided by such member; e) ensure that all required state and federal reports are prepared and filed in a timely fashion; and f) perform or oversee all duties incident to the office of secretary and such other duties as from time to time may be assigned by the president or by the Board of Directors. The Secretary may delegate some or all of these tasks but remains responsible for their proper completion.

Section 8. Treasurer. The treasurer must perform or oversee the performance of the following duties: a) be responsible for the proper management and control of all funds of the corporation; b) prepare full and accurate financial records on a timely basis of all of the income, expenses, and assets of the corporation; c) present reports at Board meetings on the financial affairs of the corporation; and d) provide financial information necessary to prepare and file the required reports to state and federal government agencies, showing the income, disbursements, and assets of the corporation. The Treasurer may delegate some or all of these tasks but remains responsible for their proper completion.

Section 9. Chair. The Board may elect a chair and determine their duties.

Section 10. Executive Director and Staff. The Board may appoint or employ an executive director or other staff, whether paid or unpaid, to perform and conduct the programs and activities of the organization. The Board of Directors shall evaluate the performance of the Executive Director on an annual basis. Unless the Board determines otherwise, the executive director will have the power, subject to the approval of the Board of Directors, to hire staff, establish staff duties and performance standards, evaluate the performance of staff, and when necessary terminate the employment of staff of the corporation. The Executive Director shall receive notice of all Board meetings and Executive Committee meetings, and shall ordinarily attend all Board

meetings, except when the Board goes into Executive Session to meet without the Executive Director present.

ARTICLE IV. COMMITTEES

Section 1. Establishment. The Board may establish any committee, including standing committees or temporary committees, by a resolution of the Board. Such resolutions must name the committee and the purpose of the committee, must state whether it is a "Board" committee or a "non-Board" committee, as defined below.

Section 2. Board Committees. The Board may establish "Board" committees to which are delegated part of the power of the whole Board to authorize expenditures, approve amendments to budgets, set policies, and authorize programs or activities. Such committees must be established by the affirmative vote of at least a majority of all directors then in office. Board Committees must consist of two or more directors, and they must not have any members who are not members of the Board of Directors. Board Committees must follow all of the meeting requirements that the Board of Directors itself must follow, including the requirements for proper notice, for having a quorum to conduct votes, the passage of motions, the writing of minutes, and the subsequent approval and permanent storage of Board Committee minutes. The Board may require further procedures that Board Committees must follow as well. For all Board committees, the Board must pass a resolution that clearly states what powers, authority, and duties have been delegated to the committee, who is the chair of the committee, and who are the members of the committee.

Section 3. Non-Board Committees.

A. The Board may establish "non-Board" committees, including working committees or advisory committees, which do not have the power to authorize expenditures, adopt budgets, set policy, establish programs, or make decisions for the corporation. Such committees are established through a resolution adopted by the directors present at a properly called meeting. Any person may be a member of such a committee, whether or not that person is a member of the Board of Directors.

B. Financial Oversight Committee. There shall be a committee responsible for financial oversight of the organization's income and expenses, which shall be named the Finance and Audit Committee or the Financial Oversight Committee. The committee must consist of two or more persons, including at least one person with some financial experience or experience with bookkeeping, who are not the organization's check signers or bookkeepers. The committee shall be responsible for overseeing the organization's financial transactions and the implementation of the organization's financial policies. As part of its mission, the committee shall review on a monthly basis, or oversee a monthly review of, the organization's expenditures, financial transactions, bank statements, returned checks, and credit card statements. The committee shall

report any questions or concerns about the organization's finances to the Board. The committee shall also make the necessary arrangements for and oversee the organization's annual audit or annual financial review, which is described in these bylaws.

Section 4. Committee Members. The Board must appoint the members of every Board committee. The Board may appoint the members of Non-Board Committees, or delegate this task to the President or the Committee Chair. The term of office of a member of a committee will continue until their successor is appointed unless the committee is terminated, the member resigns or is removed from the committee, or the member ceases to qualify as a member of the committee.

Section 5. Chair. One member of each committee will be selected or appointed chair by the Board, or if the Board wishes, it may delegate that power to the president or the members of the committee.

Section 6. Committee Procedures. Unless otherwise specified, Board Committee meetings will operate with the same quorum and voting requirements as the full Board, and as far as possible will operate according to the procedures of the Board as stated in these bylaws. If any formal decisions or resolutions are voted on at a committee meeting, then the votes and the resolutions so adopted must be recorded in the form of corporate minutes and filed with the secretary.

Section 7. Limitation on Powers. No committee may a) elect, appoint, or remove any officer, member of the Board of Directors, or member of a Board committee; b) authorize the sale, lease, exchange, or mortgage of all or substantially all of the property and assets of the corporation; c) authorize the dissolution of the corporation or revoke proceedings therefore; d) amend, alter, or repeal the Articles, the bylaws, or any resolution of the Board of Directors; or e) authorize the payment of a dividend or any part of the income or profit of the corporation to its directors or officers.

ARTICLE V. MISCELLANEOUS PROVISIONS

Section 1. Compensation of Officers and Directors. No officer or member of the Board of Directors will receive any compensation for fulfilling the responsibilities of a member of the Board or of an officer as defined in these bylaws. However, the corporation may pay compensation to officers and members of the Board of Directors for other services performed as employees or independent contractors as long as the required rules for conflicts of interest are followed. Board members and their relatives who receive regular compensation from the corporation must always constitute less than a majority of the Board. Officers and members of the Board of Directors may receive reimbursement for actual expenses they incur in the course of fulfilling their responsibilities.

Section 2. Conflicts of Interest. A conflict of interest is always present whenever the corporation pays money or other compensation, or provides any tangible benefits, to an officer or member of the Board or to a member of a director's or officer's family. All transactions involving conflicts of interest must be approved using the following procedures: 1) Conflict of interest transactions must be approved by the full Board of Directors; they cannot be approved by the President, Executive Committee, Executive Director or other staff. 2) Directors and officers who have a conflict of interest in any matter must a) declare the existence of any direct or indirect conflict of interest, b) disclose the details of the proposed transaction on the record, c) abstain from voting on that matter and d) leave the room where the vote is to take place, until the votes have been counted. The minutes must record this to show that it was done. 3) The rest of the Board must analyze the transaction and sufficient information to ensure that all transactions involving a conflict of interest are fair to the corporation and that no special benefits are being given to any person. The information relied upon by the Board, and its source, must be recorded in the minutes. 4) All conflict-of-interest transactions must be approved by the affirmative vote of a majority of all of the members of the Board of Directors who do not have a conflict of interest involved in that issue, as long as no less than two disinterested directors vote to approve the transaction.

Section 3. Tax Year. The tax year of the corporation is October 1 - September 30.

Section 4. Financial Controls. The Board of Directors shall adopt formal Board policies that provide a system of financial controls that are adequate to prevent the misuse, embezzlement or theft of the organization's funds and assets, and that would discover it if those problems or crimes were to occur. Those financial policies shall require that there must be three separate levels of financial operations, and that those operations shall be performed by different people: 1) those with the authority to spend the organization's money; 2) those who are the bookkeeper(s) who record and track the income and expenditures; and 3) those who oversee the bookkeeping system and the expenditure of funds. This means that the persons who have authority to sign the corporation's checks or use its credit cards shall not be allowed to also serve as the organization's bookkeeper(s); and that the organization's bookkeeper(s) shall not be given permission or authority to spend the organization's money, sign its checks or use its credit cards.

Section 5. Annual Financial Assessment. The Board must require the performance of an annual audit, financial review, financial compilation or financial assessment, which must involve the services of a trusted person with bookkeeping skills and knowledge, who does not do the bookkeeping for the organization or sign checks for the organization. This need not be a formal audit, but must at least involve a sufficiently thorough review of the organization's financial records so that it would likely discover any misuse, embezzlement or theft of the organization's funds or assets.

The financial oversight committee described above shall select the person performing the annual financial assessment and shall ensure that the resulting report is presented to the entire board.

Section 6. No Discrimination. In the delivery of its services to the public, Homes for Good Foundation does not discriminate for or against any person on the basis of ethnicity, nationality, place of origin, religion, gender, sexual orientation, marital status, familial status, economic status, age, or mental or physical disability.

Section 7. Written Documents. Wherever these Bylaws require a written document, such document may be created, stored, or transmitted by electronic means in lieu of a physical, hard, or paper copy of the document. Notwithstanding the foregoing, the Corporation shall strive to store corporate documents as both electronic and physical documents whenever practicable.

ARTICLE VI. AMENDMENTS

Section 1. Articles of Incorporation and Bylaws. The affirmative vote of at least two-thirds of all the Directors in office, at a properly called meeting, at which a quorum is present, is necessary and sufficient, to make, alter, amend, or repeal the provisions in the bylaws or the Articles of Incorporation dealing with duties and powers and meetings of the Board, except as otherwise provided by law. However, only the Board of Commissioners of Homes for Good Housing Agency may make amendments which would affect or alter the Board of Commissioners power to appoint or remove the Board of Directors. Proper written notice must be given in advance, including either a written copy of the proposed amendments or a written summary of those amendments.



CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that the foregoing bylaws constitute the bylaws of the Homes for Good Foundation, as duly adopted by the Board of Directors on the ____ day of _____, 2020.

Signed this ____ day of _____, 2020.

Secretary of the Homes for Good Foundation

To: Nonprofits Organizations Interested in Scholars on Board Program
**From: Diane Lang, Adjunct Instructor for Scholars on Board Program/
Board Governance Course**
**Re: Scholars on Board Program for the 3-Term Academic Year Fall/Winter/Spring
(UO PPPM 687 Nonprofit Board Governance Course)**

What is The Scholars on Board Program? The Scholars on Board Program, a joint project by University of Oregon's School of Planning, Public Policy & Management (PPPM) and Columbia Bank (formerly Pacific Continental Bank), is a unique opportunity for both students and nonprofit organizations. While taking a 3-term, three-credit course in Board Governance, graduate students serve as board members on the boards of regional nonprofit organizations for the academic year (9 months). Students bring passion, commitment, time and energy to the mission of the organization, in addition to academic, life, and professional experience and skills that will be assets for the nonprofit.

Graduate students are approved by the School of PPPM in spring and summer for admission into the course which begins in September. Hundreds of students have served on boards in our area over the past 14 years.

What will the Scholars do for our organization? What must our organization do for the Scholar? There are introductory Board Governance orientation classes with assigned reading early in the Fall term. The students begin serving on a nonprofit board as soon as possible for the academic year (sometimes as early as Summer). This service may begin before or after the first class, but we encourage students to introduce themselves and begin serving over the summer if possible. We understand it often takes a couple months for introductory meetings and the board voting process. Our experience has been that students who line up their agency and begin board service ASAP seem to get more out of the experience. **90 volunteer service hours, about 10 hours per month, are expected to be completed in service to your Board.** Many students exceed those hours and others need to do special projects or serve in leadership roles with the board to accomplish the service hours requirement. Students are encouraged to join board committees, attend fundraising events and participate in other ways expected of board members. If board members are not as active as the 90-hour service requirement/9 months, the student will be expected to engage in one or more special board-related projects to achieve the service requirement. At the end of every term, the Board President, Executive Director or other officer of the board must email the course instructor with approval of the hours served and the activities described on the student's Volunteer Log.

When an organization participates in the program, it recognizes that Scholars on Board are not interns. The Scholars should be treated as other board members are treated – with respect and equality – and should be expected to participate as a committed board member. Organizations should expect that Scholars will give value based upon the Scholar's experience, skills, connections and education, just as any other board member would. Scholars are expected to communicate in a professional and diplomatic way.

At the end of the academic year, the board chair, executive director, or other officer of the Board of Directors will fill out a short evaluation of the Scholar's service on the board, especially regarding attendance, participation, and overall positive influence on board activities. As previously mentioned, they will be asked to approve the hours and activities summarized on a cumulative Volunteer Hours Log each term. The Scholar's grading is based upon this evaluation by the organization, service hours completed, class attendance and participation, the final class presentation, and a written report linking the year of board service to the readings and lecture material. The final class presentation and report are written as if the student is a consultant about boards and contain their recommendations.

We encourage the students to offer their final recommendations paper to the organization. We also encourage you to have the student give a 5-10 minute presentation of their recommendations.

Scholars, hosting organizations, university and Columbia Bank personnel and media are invited to a closing symposium at the end of the school year. This Symposium also serves as the Meet and Greet for students seeking board placements for the next year's Scholars on Board class and organizations seeking to participate. We encourage you to send 1-4 organizational representatives to this Symposium.

Who are participating organizations? What was accomplished? Hundreds of organizations have hosted Scholars on their Boards. Students interacted at a deep level, committing substantial amounts of time and energy to their chosen organization. Some of their accomplishments include: writing successful grants, consulting about computing, website, and social media issues, rewriting an employee or board manual, serving as chairs of committees (Executive Director hiring, personnel, fundraising, event, budget and finance, governance, bylaws), developing a database, volunteering at events and on task forces, developing fundraising plans, leading strategic planning, and completing a salary review.

How are the Scholars supported through the Board Governance course? Supported by readings about board service and five 3-hour classes over the 3 terms, with an experienced instructor as well as individual consulting with the instructor, students are encouraged to spend the year thoughtfully, through observation and participation. They learn that strategic decision making and firm but caring guidance by a Board of Directors provides the steering that a nonprofit organization needs to carry out its mission with confidence.

In the fall, orientation classes introduce students to the essentials of exemplary Board service and governance. During fall, winter and spring terms, the students meet to further discuss the class readings, debrief their experiences and learn how they can serve more effectively. At the final class, students present their recommendations for their Boards to each other, learning about best practices to take into future service.

How can our organization participate? How are students matched with organizations? Students are expected to choose where they'd like to serve and approach the organization, like any other Board member. Organizations that would like to participate should contact me as indicated below. Please note we keep a list of organizations (nearing 200 organizations) requesting students to serve on their board, and the average Board Governance class size is 20-25, so we cannot guarantee that a nonprofit organization will get a student on their board in any given year. It helps to attend the annual Meet and Greet in the Spring where interested organizations and next year's students have a chance to connect.

What if our bylaws mandate a specific term of office? How does this work with the course requirement for the Scholar's 9-month commitment? This is not an impediment to your organization participating in the program. As we all know, many Board members are elected to, e.g., 3 year terms but end up not serving because they move out of the area. These students are similar. While they are only required by the course to serve for 9 months, students who stay in the area usually remain on boards for their full terms (the majority of the Scholars on Board participants.) Students should have the same, full voting rights as other Board members. We encourage treating the Scholar the same as other Board members. Because we have so many organizations wanting a Scholar on Board, we do not allow student to serve as less than a real Board member, i.e. a non-voting, committee-only, student or advisory capacity.

What if we have questions or concerns? Please feel free to ask the student for more info or contact me.

Diane Lang, Adjunct Instructor for Scholars on Board Program/Board Governance Course dblank@uoregon.edu

IN THE BOARD OF COMMISSIONERS OF THE
HOMES FOR GOOD HOUSING AGENCY, OF LANE COUNTY OREGON

ORDER 24-30-10-01H

In the Matter of Appointing the Members of
the Homes for Good Foundation Board of
Directors.

WHEREAS, according to the Homes for Good Foundation bylaws, the Homes for Good Housing Agency Board of Commissioners must appoint Members of the Homes for Good Foundation Board of Directors; and

WHEREAS, according to the Homes for Good Foundation bylaws, the Board of Directors will consist of no fewer than three and no more than fifteen members, and

WHEREAS, Quinne Hauth has expressed interest in joining the Homes for Good Foundation Board in accordance with the University of Oregon's Scholars on Board Program, and

WHEREAS, the appointment was discussed at the September 11th 2024 Homes for Good Foundation Board Meeting, and

WHEREAS, the Homes for Good Housing Agency Board appoints Quinne Hauth to serve a two-year term.

NOW IT IS THEREFORE ORDERED THAT:
Quinne Hauth is appointed to the Homes for Good Foundation Board of Directors to serve a two-year term.

DATED this _____ day of _____, 2024

Chair, Homes for Good Board of Commissioners

Secretary, Homes for Good Board of Commissioners



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 10/30/2024

AGENDA TITLE: In the Matter of Approving the Contract Modification II for Professional Financial Consultant Services

DEPARTMENT: Executive

CONTACT : Jasmine Leary Mixon

EXT: 2501

PRESENTER: Jasmine Leary Mixon

EXT: 2501

ESTIMATED TIME : 15 minutes

- ORDER/RESOLUTION**
- PUBLIC HEARING/ORDINANCE**
- DISCUSSION OR PRESENTATION (NO ACTION)**
- APPOINTMENTS**
- REPORT**
- PUBLIC COMMENT ANTICIPATED**

Approval Signature

EXECUTIVE DIRECTOR:

A handwritten signature in black ink, appearing to be "JLM", is written over a horizontal line.

DATE: 10.24.2024

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



HOMES FOR GOOD MEMORANDUM REFERENCE DOCUMENT

TO: Homes for Good Board of Commissioners
FROM: Deputy Director, Ela Kubok
TITLE: In the Matter of Approving the Contract Modification II for Professional Financial Consultant Services
DATE: 10/30/2024

MOTION:

It is moved that the Homes for Good Board of Commissioners approve the modification of Contract #24-P-0009: Professional Financial Consultant Services to increase the "not to exceed limit" from \$249,000 to \$449,000 with sole source as the methodology for maintaining this contract.

DISCUSSION:

A. Issue

The contract between Clifton, Larson, Allen, LLP (CLA) and Homes for Good has reached its previous "not to exceed" limit of \$249,000. CLA is still providing support for the Finance Department and the work is estimated to be completed in December 2024. In the interim the contract limit needs to be increased for continued payment of services as outlined in Attachment I. The limit will put the contract over the "three (3) quotes" procurement threshold. The options are to run a formal procurement process and distribute Request for Proposals (RFP's) or utilize Sole Source procurement.

B. Background

Homes for Good solicited the services of CLA in November 2023 via the three (3) quotes procurement methodology. The work was to provide Real Estate Development Department consulting services as it pertains to LITHC deals, general support for Finance Department operations, and the Yardi conversion. In August 2024 the board approved the addition of additional funds for the contract for CLA to provide granular support for the Finance Department specifically with, bank account reconciliation, reconciliation between HUD financial systems and Yardi for the Housing Choice Voucher program, year-end close tasks, month-end close tasks, and development of stronger policies and procedures.

The contract will have met the "not to exceed limit" of \$249,000 by the beginning of November 2024. In order to continue the services provided by CLA the limit needs to be increased by \$200,000 with the new "not to exceed limit" being \$449,000.



C. Analysis

Homes for Good has two methods for increasing the contract limit.

Method I: Request for Proposal

This method would allow for Homes for Good to solicit proposals from numerous CPA firms and award a new contract based on expertise, experience and cost. Unfortunately, this process takes at minimum a month to complete. Once a contractor has been selected, then the board would need to approve the amount and the awarded firm prior to resuming financial consultation services.

Method II: Sole Source

This method is dedicated to situations in which there is (a) an emergency (b) inadequate competition and/or (c) a single supplier of goods/services. For the purpose of modifying this contract the justification for sole source would be an emergency and inadequate competition.

Understandably there are several CPA firms that would be able to provide the services, the inadequacy specifically pertains to the advantage of context and existing relationship that CLA has. To begin work with a new CPA firm would require providing background information, context and documentation that can take quite some time to provide and review.

Additionally, given the upcoming deadlines for year-end close – the need for continued services and work with CLA should be considered critical to ensure timely completion.

D. Furtherance of the Strategic Equity Plan

The continued work with CLA and its consultants further the Strategic Equity Plan. The work the Finance Department does impacts almost all pillars.

Pillar I: "Listen to Our Communities" – By continuing to reconcile accounts and put processes in place to ensure fiscal responsibility the Agency as a whole will be better assured and equipped to provide resources for the communities that we continue to serve.

Pillar III: "Create Pathways to Self-Sufficiency" – With an intricate understanding of the Agency's financial well-being unallocated resources can be dedicated towards self-sufficiency efforts within the communities we serve and marginalized communities as whole by way of internships, job opportunities, scholarships (via the Homes for Good Foundation), etc.

E. Alternatives & Other Options

The alternative is to run a formal procurement process with a Request for Proposal.



F. Timing & Implementation

Upon board approval a "Notice of Sole Source Procurement" will be published in the Register Guard and Eugene Weekly. This notice gives other firms the opportunity to protest the contract award within seven (7) days of publication.

If no contest is received the contract modification will immediately go into effect.

G. Recommendation

It is recommended that the Board of Commissioners approve the modification to Contract #24-P-0009: Professional Financial Consultant Services to increase the "not to exceed limit" from \$249,000 to \$449,000 with sole source as the methodology for maintaining this contract.

H. Follow Up

None

I. Attachments

- Attachment I: CLA Contract Modification II



100 West 13th Avenue, Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411



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CONTRACT MODIFICATION

Contract Title Professional Financial Consulting Services

Contract Number 24-P-0009

Effective Date 08.21.2024

Modification Number TWO

Contractor Clifton, Larson, Allen LLP

Previous Contract Term December 1st, 2023 – December 1st, 2028

Current Contract Term December 1st, 2023 – December 1st, 2028

Previous Contract Value Not to exceed: \$249,000.00 (Spent as of 10.30.2024: \$249,000.00)

Current Contract Value Not to exceed: \$449,000.00 (Remaining as 10.30.2024: \$200,000.00)

Modification Details

The contract limit has been increased to a not to exceed of \$449,000.00. Thus far, \$249,000.00 has been spent on the contract. There is a remaining contract balance of \$200,000.00. The scope of work (outlined below) has not been modified.

HOMES FOR GOOD HOUSING AGENCY

CONTRACTOR

JACOB FOX, EXECUTIVE DIRECTOR

CONTRACTOR, SIGNATURE

CONTRACTOR, PRINTED NAME

DATE

TITLE

DATE



Exhibit A: Scope of Work

CLA GENERAL

- General consulting on GASB and HUD regulations
- Consulting on operations and process assessment of the Finance Department
- Provide direct individualized training on Yardi Property Management Software functionality including financial and programmatic navigation and reporting
- Provide ongoing consulting and management related to Yardi conversions and features
- Consulting to the Real Estate Development Department on their LITHC deals

CAAS

- Assist Finance Manager with entering GL Opening Balances into new software, Yardi
- Assist with Year-to-Date (YTD) period close October 2023 – June 2024
- Reconcile balance sheet accounts related to two (2) entities:
 - Homes for Good – TIN: 93-6002480
 - Homes for Good Foundation – TIN: 45-5090192
- Assist with cash flow analyses
- Conduct an analysis of the current capacity of the finance and accounting team with respect to their assigned roles and responsibilities, and provide management with an analysis and recommendations
- Provide recommendations concerning the requisite number of bank accounts, their grouping and utilization
- Assess and determine completion of month-end close process checklist
- Assist with account reconciliations, month-end close and journal entries
- Provide recommendations to management and assist with implementation of consistent processes, procedures, and reporting



Exhibit B: Professional Fees

Fees are based on the timely delivery of the services provided, and the experience of personnel assigned to the engagement.

As part of the fees, CLA will hold routine, proactive quarterly meetings to review and discuss the impact of new accounting issues and other business issues Home for Good may face.

Fees outlined below also include CLA being available for brief routine questions at no additional charge. Any additional charges not outlined in this contract will be charged based on a mutual, up-front agreement.

A new fee schedule will can be reviewed one (1) year from the effective date of this contract.

Description	Quantity	Unit of Measure	Unit Cost
Principal	1	Hour	\$300
Tax Director	1	Hour	\$280
Controller/CFO	1	Hour	\$205
Assistant Controller	1	Hour	\$140
Senior	1	Hour	\$125
Staff	1	Hour	\$110
Robin Flounlacker	1	Hour	\$185
Holly Atkins	1	Hour	\$185
Not To Exceed Amount:			\$449,000.00

IN THE BOARD OF COMMISSIONERS OF THE
HOMES FOR GOOD HOUSING AGENCY, OF LANE COUNTY OREGON

ORDER 24-30-10-02H

In the Matter of Approving the Contract
Modification II for Professional Financial
Consultant Services

WHEREAS, Homes for Good solicited three quotes from CPA firms for financial consulting services to support the Finance Department in November 2023;

WHEREAS, Homes for Good selected Clifton Larson Allen, LLP (CLA) to provide consulting services in December 2023 with a "not to exceed limit" of \$150,000;

WHEREAS, Homes for Good modified the "not to exceed limit" to \$249,00 with board approval in August 2024;

WHEREAS, Homes for Good needs to modify the "not to exceed limit" to \$449,00 with the listed procurement methodology as Sole Source on the basis of urgent and inadequate alternative options;

NOW IT IS THEREFORE ORDERED THAT:

The Professional Financial Consultant Services Contract between CLA and Homes for Good should be modified to increase the not to exceed limit to \$449,000.

DATED this _____ day of _____, 2024

Chair, Homes for Good Board of Commissioners

Secretary, Homes for Good Board of Commissioners



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 10/23/2024

AGENDA TITLE: 2024 Executive Director Performance Evaluation Process

DEPARTMENT: Human Resources

CONTACT : Bailey McEuen 541-682-2520

EXT:

PRESENTER: Bailey McEuen

EXT:

ESTIMATED TIME : 15 mins

- ORDER/RESOLUTION
- PUBLIC HEARING/ORDINANCE
- DISCUSSION OR PRESENTATION (NO ACTION)
- APPOINTMENTS
- REPORT
- PUBLIC COMMENT ANTICIPATED

Approval Signature

EXECUTIVE DIRECTOR:

A handwritten signature in black ink, appearing to be "BA" or similar initials, written over a horizontal line.

DATE: 10.24.2024

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

A handwritten signature in black ink that reads "Bailey McEuen" in a cursive script, written over a horizontal line.

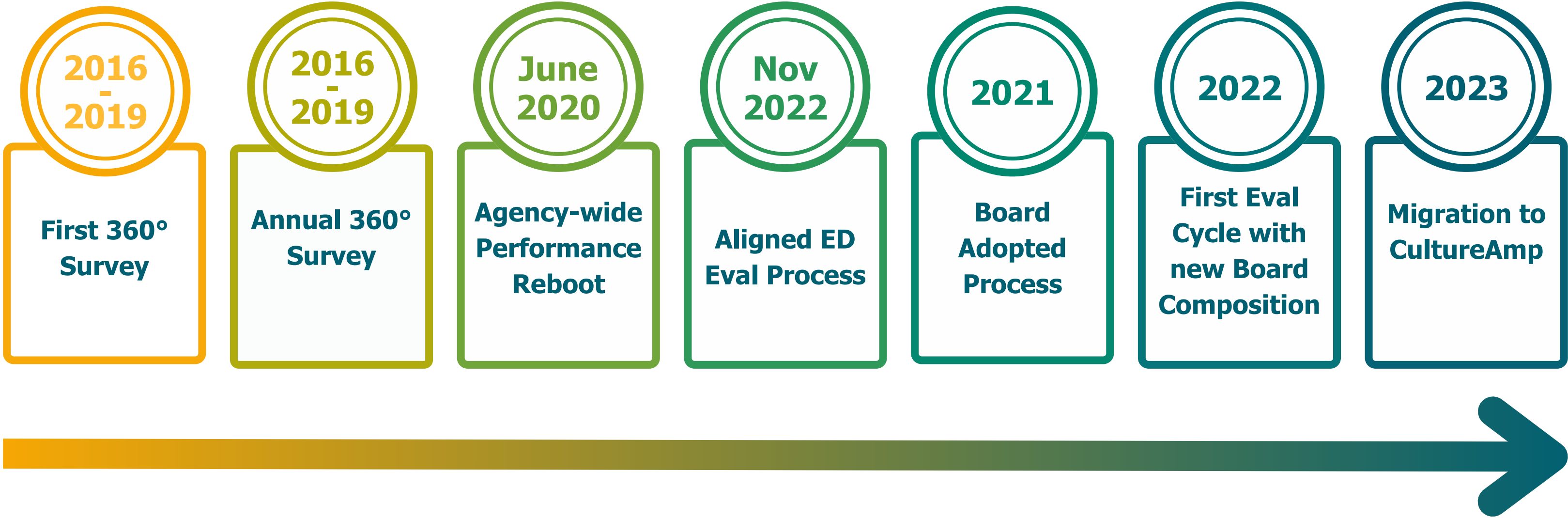
DATE:



2024 EXECUTIVE DIRECTOR PERFORMANCE EVALUATION



OUR PERFORMANCE JOURNEY



DESIGN & PHILOSOPHY BACKGROUND

Bike Metaphor

Three Common Goals

- Develop People
- ◆ Reward them Equitably
- Drive Organizational Performance

Bike frames are essentially just triangles, but can vary based on purpose, size and usage of the bike.



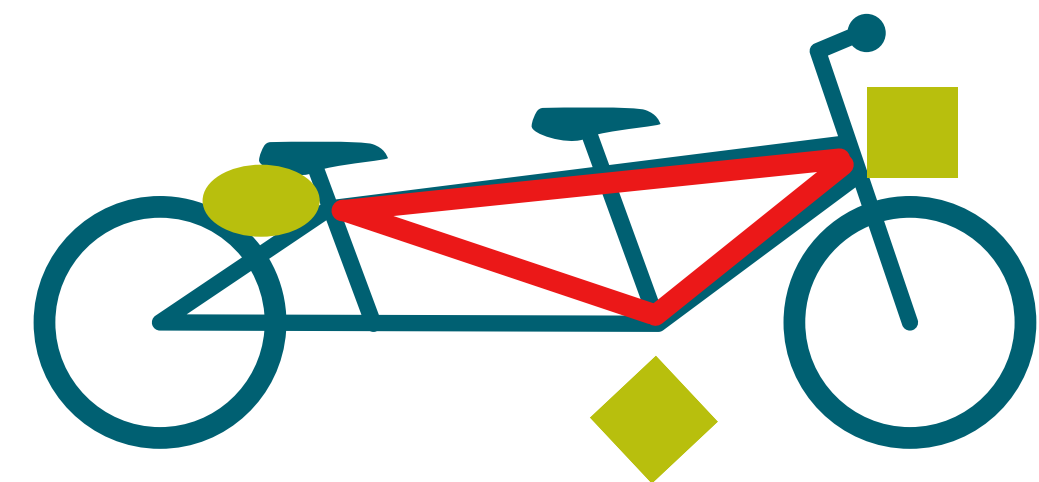
DESIGN & PHILOSOPHY BACKGROUND

Bike Metaphor

Three Common Goals

- Develop People
- ◆ Reward them Equitably
- Drive Organizational Performance

- Look different depending on the rider and usage
- How pronounced each goal is and how connected they are to one another is different for every workplace
- Our “performance management” bike looks way different than a Fortune 500 Company’s



DESIGN & PHILOSOPHY BACKGROUND

Designing our unique bike

Our bike



- **Almost equilateral**
- **Stronger connection between developing people & driving performance**



OUR PROCESS



SELF REFLECTION

**Executive Director
completes self-
reflection**



GOAL SETTING

**Goal setting exercise
- Strategic Equity
Plan alignment**



360° SURVEY

**Even years:
Internal & external**

**Odd years:
Internal only**

SELF REFLECTION

1. My connection to our mission is:
2. What progress have you made on your goals this review period? Describe the impact on the success of your team, department & organization.
3. What blockers or challenges did you experience in this review period that made it harder to achieve your goals?
4. What formal or informal ways have you developed in this review period?
5. What are 2-3 skills you'd like to acquire, develop or refine over the next review period?
6. If you would like, provide any additional information that was not captured in the above form.

- **Reinforces employee connection to our mission**
- **Highlights progress & impact**
- **Allows space to discuss blockers**
- **Forward looking**

GOAL SETTING & STRATEGIC EQUITY PLAN ALIGNMENT



Listen to our communities

Homes For Good
Jun 30, 2024

BM

↓ 26

Tell the Human Story

Homes For Good
Jun 30, 2024

BM

↓ 12

Create pathways to self-sufficiency

Homes For Good
Jun 30, 2024

BM

↓ 12

Lead & Grow Ethically

Homes For Good
Jun 30, 2024

BM

↓ 26

SURVEY

- 4 Sections

Homes. People. Partnerships. Good.

- 10 competency based questions
 - Program Leadership
 - Planning & Organization
 - People Leadership
 - Diversity, Equity & Inclusion
 - Collaboration
 - Communication
 - Innovation
 - Crisis Response & Preparedness
 - 2 open ended

Executive Director Performance Evaluation '23

Homes. We are affordable housing advocates. We provide access to affordable housing for Lane County's low income residents through a variety of programs. ✓

Program Leadership Competency. Strong leaders deliver outstanding results, demonstrate strong business acumen & program knowledge, and foster a high performance culture. Please rate your experience of Jacob's performance in leadership competency. Add comment

Agree

Planning & Organization Competency. Strong leaders prioritize & plan work effectively, use time efficiently, keep clear & complete records, integrate changes smoothly, understand complexity of funding sources and allocate resources effectively to maximize impact. Please rate your experience of Jacob's performance in planning & organization competency. Add comment

Strongly agree

[Next >](#)

BOARD RESULTS REVIEW

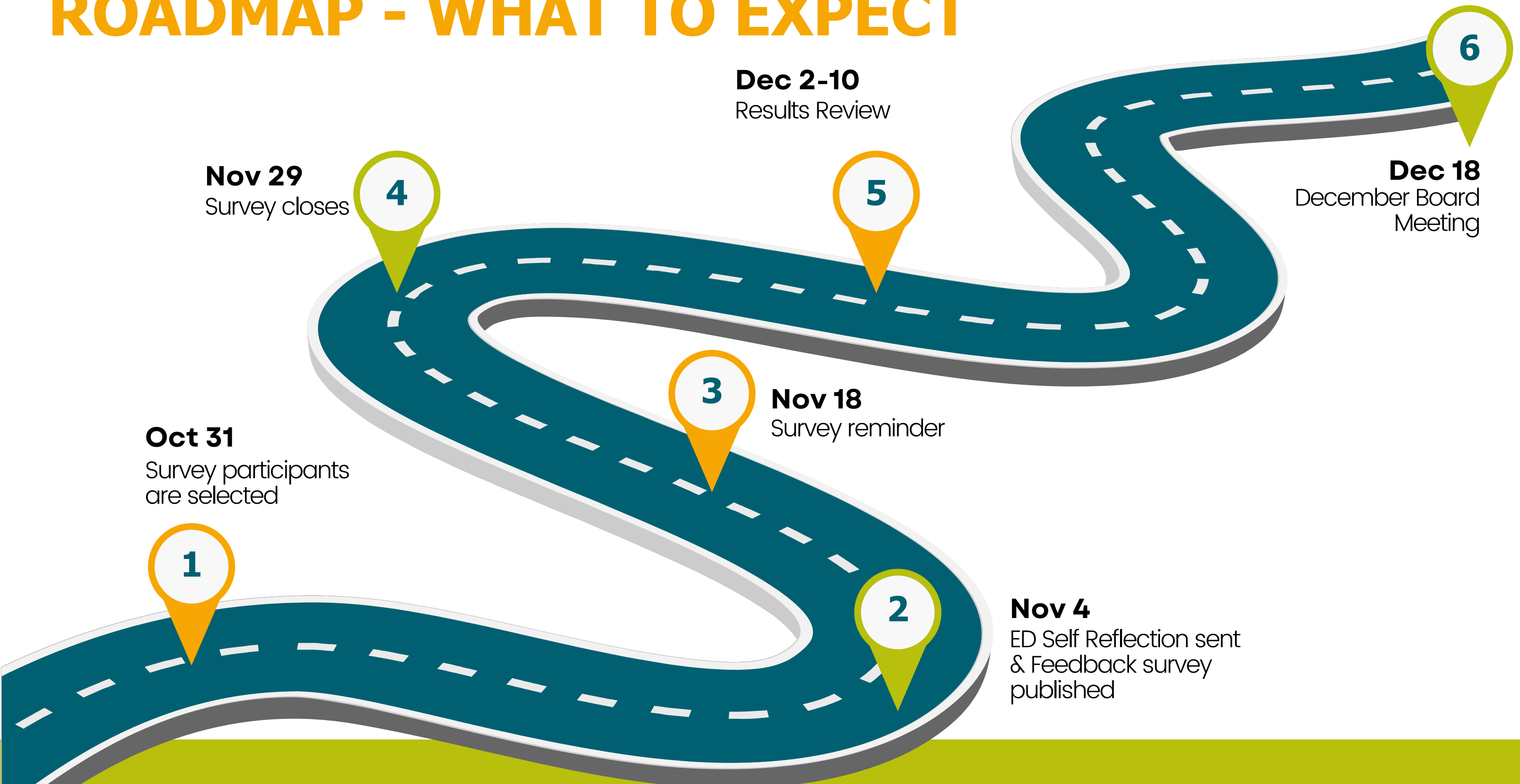
HR emails board members summary on December 4th

Board members email HR with any additional feedback by December 10th

HR Presents Final Results at December Board Meeting



ROADMAP - WHAT TO EXPECT



Nov 29
Survey closes



Dec 2-10
Results Review



Dec 18
December Board Meeting



Oct 31
Survey participants are selected



Nov 18
Survey reminder

Nov 4
ED Self Reflection sent & Feedback survey published



Questions?





BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 10/30/2024

AGENDA TITLE: Overview of Real Estate Development Pipeline

DEPARTMENT: Real Estate Development Division

CONTACT : Matt Salazar

EXT:

PRESENTER: Matt Salazar

EXT:

ESTIMATED TIME : 30 minutes

- ORDER/RESOLUTION
- PUBLIC HEARING/ORDINANCE
- DISCUSSION OR PRESENTATION (NO ACTION)
- APPOINTMENTS
- REPORT
- PUBLIC COMMENT ANTICIPATED

Approval Signature

EXECUTIVE DIRECTOR:

A handwritten signature in black ink, appearing to be "MS", is written over a horizontal line.

DATE: 10.24.2024

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



Real Estate Development
2024 Pipeline & Project Updates

Currently In Pipeline

BREAKING GROUND

**LAZY DAYS
MOBILE
HOME
PARK**

**BRIDGES
ON
BROADWAY**

**OLLIE
COURT**

**THE
COLEMAN**

**THE
FIELD ON
QUINCE**

**GLENWOOD
PLACE**



2023

2024

2026+

Lazy Days



Recent Activity

- May 2024 – Unit Mix Approved by Oregon DEQ
- September 2024 - Construction 85% complete
- October 2024 – First 10 Modular Units Delivered



Next Steps

- November 2024 – Second 10 Modular Units Delivered
- December 2025 – Phase 1 Construction Complete
- February 2025 – Lease Up Complete
- Winter/Spring 2025 – Delivery of 10 Park Model Units

Ollie Court



Recent Activity

- July 2024 – Financial Closing
- July 2024 – Construction Begins



Next Steps

- August 2025 – South Building Complete, Leap and Learn Center Opens
- November 2025 - Construction Ends
- May 2026 - Stabilization/Lease Up Complete

Bridges on Broadway



Recent Activity

- April 2024 – All Shelter Residents Relocated
- July 2024 – Financial Closing
- August 2024 – Demolition Begins
- October 2024 – Begin Roofing and Siding



Next Steps

- July 2025 – Construction Complete
- November 2025 - Stabilization/Lease Up Complete

The Coleman



Recent Activity

- 2022 - Unsuccessful 9% LIHTC NOFA application
- 2022 - Received \$750,000 in Affordable Housing Trust Fund
- December 2023 - Received \$1M Federal Home Loan Bank Award
- August 2024 – Completed ORCA Application for LIFT Funding



Next Steps

- Summer 2025 – Notification of Funding Availability/Timing
- Tentative:
- Fall 2025 – Schematic Design
 - Spring 2026 – Building Permit Application
 - Fall 2026 – Construction Begins
 - Fall 2027 – Construction Ends

The Field on Quince



Recent Activity

- Summer/Fall 2022 - Community Outreach
- December 2022 - Finalized Purchase of Land
- March 2023 - Unsuccessful LIFT Funding Application



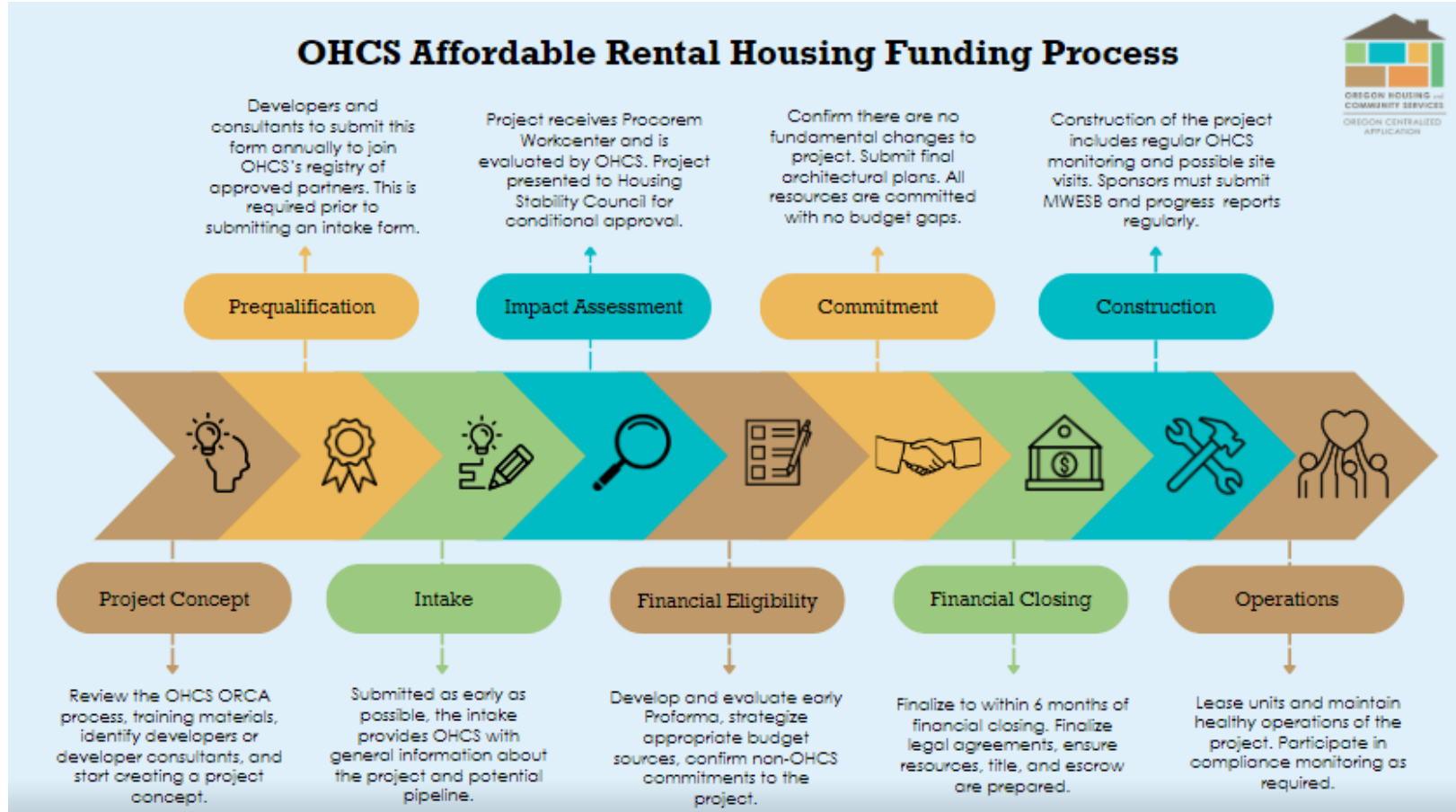
Next Steps

- Fall 2024 / Winter 2025 – Reassess Design
- Winter 2025 – Submit ORCA Funding Application
- Summer 2025 – Notification of Funding Availability/Timing

Tentative:

- Fall 2025 – Schematic Design
- Spring 2026 – Building Permit Application
- Fall 2026 – Construction Begins
- Fall 2027 – Construction Ends

Changes in State Funding Process



Source: Oregon Housing and Community Services

Thank You!



Homes. People. Partnerships. Good.



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 10/30/2024

AGENDA TITLE: In the Matter of Authorizing the Executive Director or Designee to Apply for HOME funds and other gap financing for The Coleman development in Eugene, Oregon

DEPARTMENT: Real Estate Development Division

CONTACT : Johanna Jimenez

EXT: 2567

PRESENTER: Johanna Jimenez

EXT: 2567

ESTIMATED TIME : 15 minutes

- ORDER/RESOLUTION**
- PUBLIC HEARING/ORDINANCE**
- DISCUSSION OR PRESENTATION (NO ACTION)**
- APPOINTMENTS**
- REPORT**
- PUBLIC COMMENT ANTICIPATED**

Approval Signature

EXECUTIVE DIRECTOR:

A handwritten signature in black ink, appearing to be "J. Jimenez", is written over a horizontal line.

DATE: 10.24.2024

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



HOMES FOR GOOD MEMORANDUM

TO: Homes for Good Board of Commissioners
FROM: Johanna Jimenez, Project Developer
TITLE: In the Matter of Authorizing the Executive Director or Deputy Director to Apply for HOME funds and other gap financing and Development for The Coleman development in Eugene, Oregon
DATE: October 30, 2024

MOTION:

It is moved that the Executive Director or Deputy Director is authorized to apply for assistance from the City of Eugene HOME Investment Partnerships Program for The Coleman development to be located at the corner of Hwy 99 and Roosevelt Blvd. in Eugene, OR.

DISCUSSION:

A. Issue

In early September, the City of Eugene released a Request for Proposals for HOME funds and System Development Charge (SDC) waivers for new affordable housing developments. Homes for Good wishes to apply for this funding to develop 50-60 new housing units to be located at the corner of Hwy 99 and Roosevelt Blvd. in Eugene, OR

One requirement of the HOME application is a board resolution authorizing the sponsor to apply for specific program funds, accepting program regulations and responsibilities, and indicating the authorized signers. This memorandum requests such board authorization.

B. Background

Homes for Good Housing Agency, Lane County, and Sponsors Inc. are leading the effort to develop 50-60 units of new affordable housing next door to Lane County Parole and Probation on Highway 99 and Roosevelt Blvd. The four-story building will include a mix of studios and 1-bedroom units along with community space, offices, conference room, art space, landscaping, parking, and associated infrastructure. This building will also serve as a supportive service space for Sponsors' clients through the construction of a new re-entry resource center (RRC), meeting room with art on display from clients, and additional office space.

The Coleman is intended to serve individuals exiting Sponsors' transitional housing program by providing permanent housing with on-site supportive services. These



services would be available to clients living on-site, as well as for clients coming from off-site to receive services.

The site consists of two parcels (intended to be expanded through a property line adjustment process), is zoned C-2, and is currently owned by Lane County. An intergovernmental agreement is in place for the transfer of the land in exchange for \$1.

Homes for Good has previously applied for and was awarded HOME funding from the City of Eugene in response to their 2021 Request for Proposals. The funding was ultimately returned to the City as Homes for Good was unsuccessful in securing funding from Oregon Housing and Community Services (OHCS) at that time. The Coleman had been awarded \$1,000,000 Federal Home Loan Bank funds as well as \$552,650 and \$400,000 in Systems Development Charge Assistance from the City of Eugene. Updates to OHCS's methodology for awarding funds have provided a renewed pathway for this project to be funded in 2025.

C. Analysis

In addition to HOME funding, Homes for Good has obtained an award from the Eugene Affordable Housing Trust Fund to provide capital funds for the project. The Architectural Firm, BDA, has developed a conceptual plan for the project and is standing by to begin schematic designs once the project is adequately funded. If successful in obtaining 2024 funding awards from the City of Eugene, the estimated timeline is to start construction in spring 2026, with completion in the spring/summer 2027.

Project Financing – Secured and In Progress Funding sources can be seen below:

- Federal Home Loan Bank – Funding secured in 2023
- Affordable Housing Trust Fund – Funding secured in 2023
- Sponsors Grants – Funding secured in 2021
- City of Eugene System Development Charge Assistance – Funding secured in 2022
- EWEB Energy Efficiency Incentive – Funding confirmed in 2022
- Trillium Grant – Funding applied for in July 2024
- OHCS LIFT – Funding applied for in August 2024

D. Furtherance of the Strategic Equity Plan

The construction of The Coleman helps implement the Homes for Good strategic equity plan in the following ways:

- Providing additional opportunities for contracting with MWESB contractors and Section 3 (Low-income) workers.

Approval of the attached order will allow Homes for Good to execute necessary documents and achieve these outcomes.



E. Alternatives & Other Options

If the board does not approve the order, Homes for Good will not apply for HOME funding through the City of Eugene and explore alternative funding sources unless directed explicitly to stop development on this project.

F. Timing & Implementation

Homes for Good staff will work to finalize and submit the application to OHCS no later than November 6, 2024.

G. Recommendation

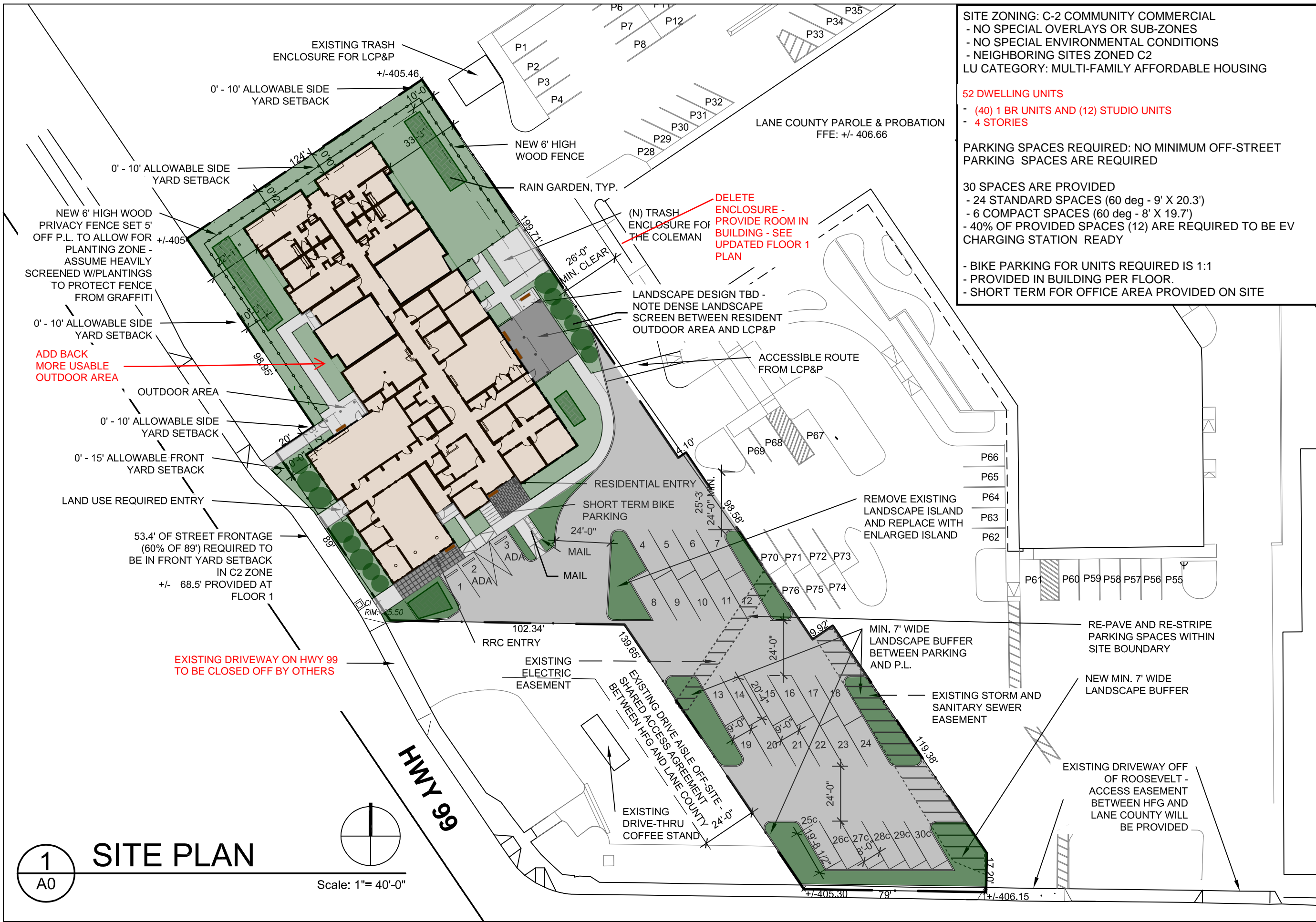
It is recommended that the Board of Commissioners approve the attached board order to allow Homes for Good Housing Agency to apply for the HOME funding.

H. Follow Up

If successful in obtaining HOME funding, there will be numerous future approvals needed from the board to move forward with development of the site. These board orders will include approval for the formation of Limited Partnerships or Limited Liability Companies, entering into the construction contract, and final approval of financing.

I. Attachments

Exhibit A: Site Plan



SITE ZONING: C-2 COMMUNITY COMMERCIAL
 - NO SPECIAL OVERLAYS OR SUB-ZONES
 - NO SPECIAL ENVIRONMENTAL CONDITIONS
 - NEIGHBORING SITES ZONED C2
 LU CATEGORY: MULTI-FAMILY AFFORDABLE HOUSING

52 DWELLING UNITS
 - (40) 1 BR UNITS AND (12) STUDIO UNITS
 - 4 STORIES

PARKING SPACES REQUIRED: NO MINIMUM OFF-STREET PARKING SPACES ARE REQUIRED

30 SPACES ARE PROVIDED
 - 24 STANDARD SPACES (60 deg - 9' X 20.3')
 - 6 COMPACT SPACES (60 deg - 8' X 19.7')
 - 40% OF PROVIDED SPACES (12) ARE REQUIRED TO BE EV CHARGING STATION READY

- BIKE PARKING FOR UNITS REQUIRED IS 1:1
 - PROVIDED IN BUILDING PER FLOOR.
 - SHORT TERM FOR OFFICE AREA PROVIDED ON SITE

1 SITE PLAN
 A0

Scale: 1"= 40'-0"

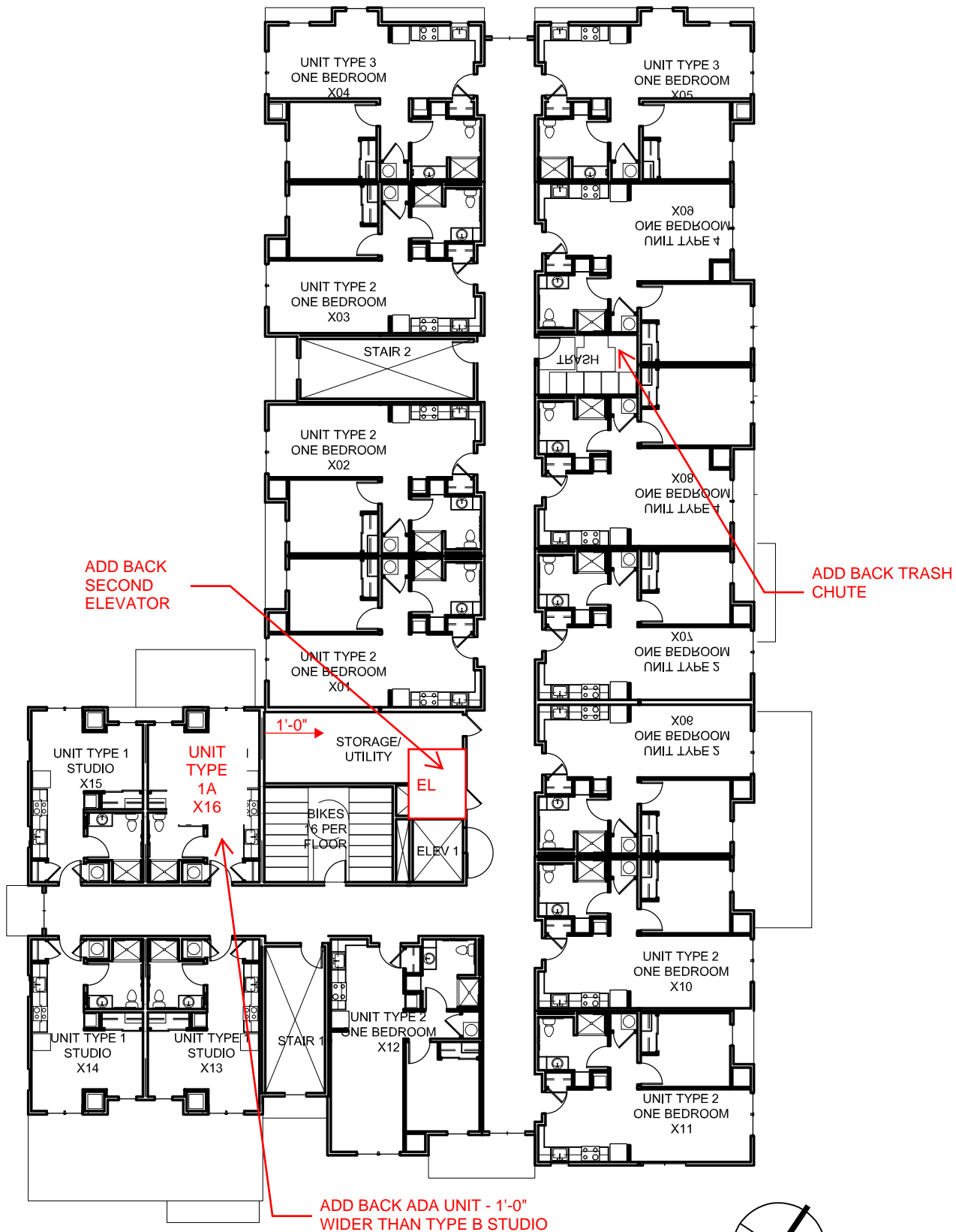
BDA
 Architecture & Planning, P.C.
 bdarch.net
 1369 Olive Street
 Eugene, Oregon 97401
 541.683.8661

THE COLEMAN
 EUGENE, OREGON
 HOMES FOR GOOD & SPONSORS, INC.

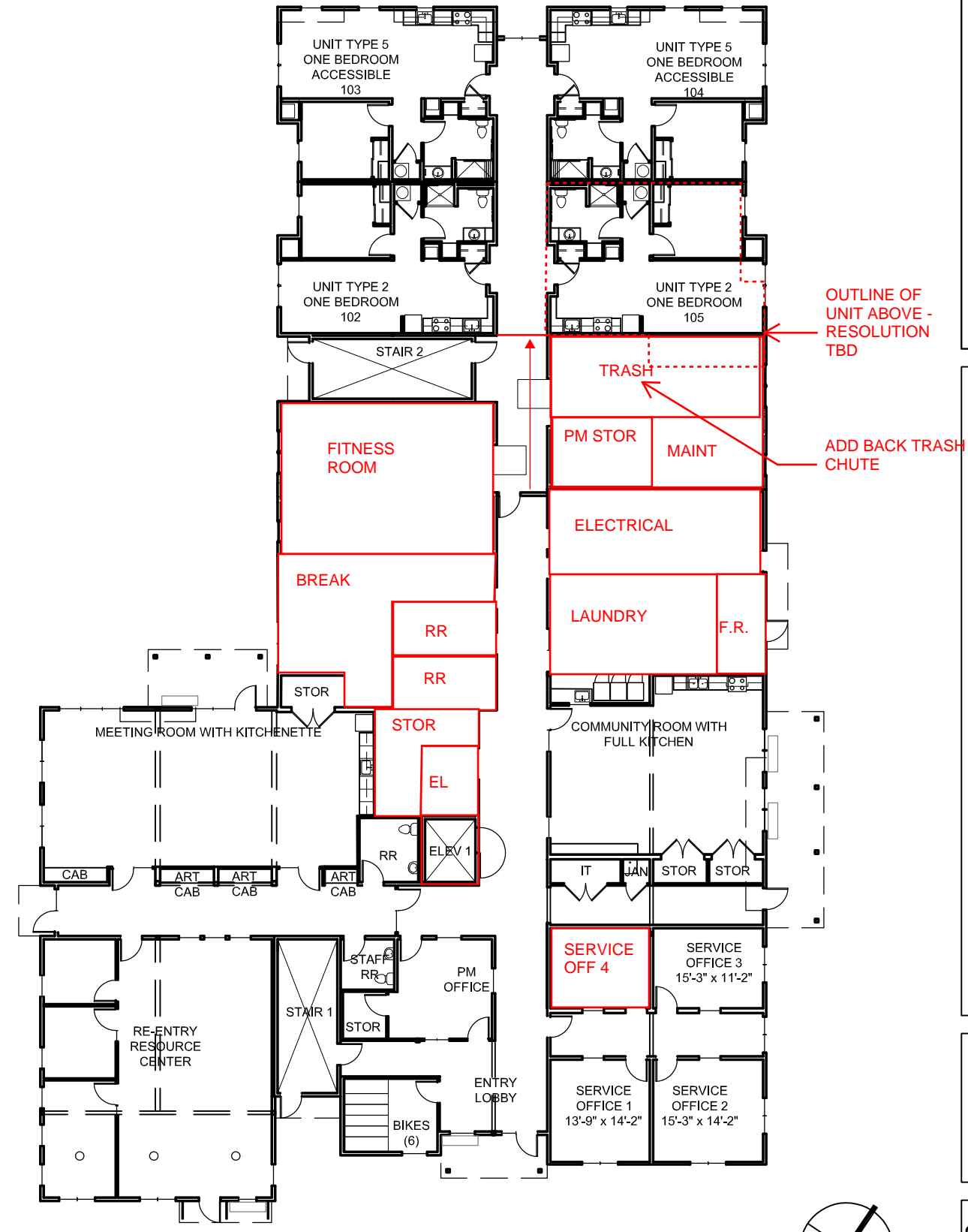
SITE PLAN

date **5-15-24**
 d.b. **ADD**

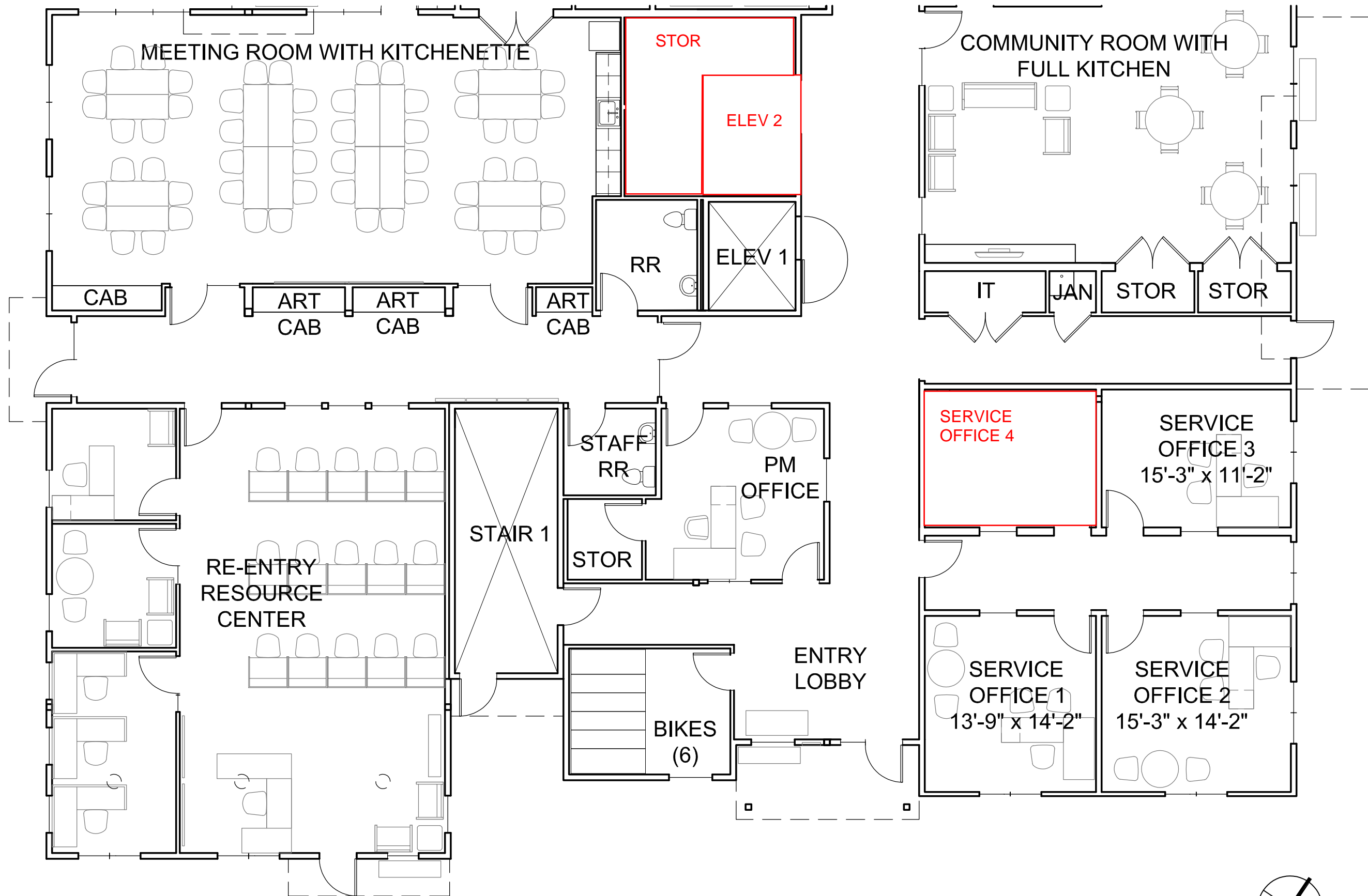
A0



2 RESIDENTIAL FLOOR PLAN
 A1.1 FLOORS 2 - 4
 Scale: 1"= 20'-0"

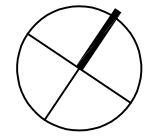


1 FIRST FLOOR PLAN
 A1.1
 Scale: 1"= 20'-0"

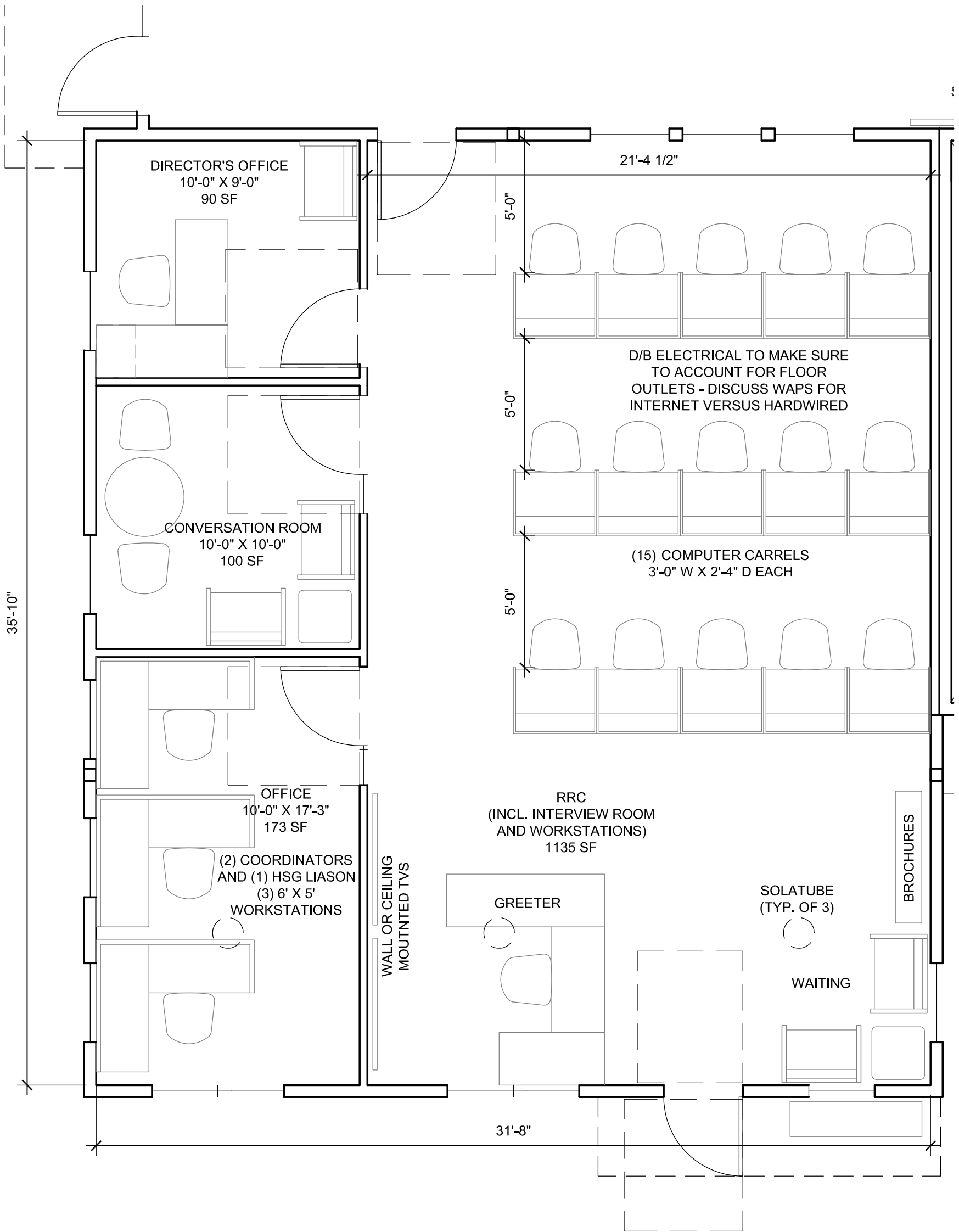


1
 A2

ENLARGED FLOOR PLAN - SPONSORS SERVICE AREA



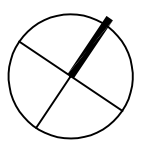
Scale: 1/8" = 1'-0"



1
A3

ENLARGED FLOOR PLAN - RRC

TWO OFFICES (DIRECTOR AND SHARED), ONE CONVERSATION ROOM



Scale: 1/4" = 1'-0"

A3

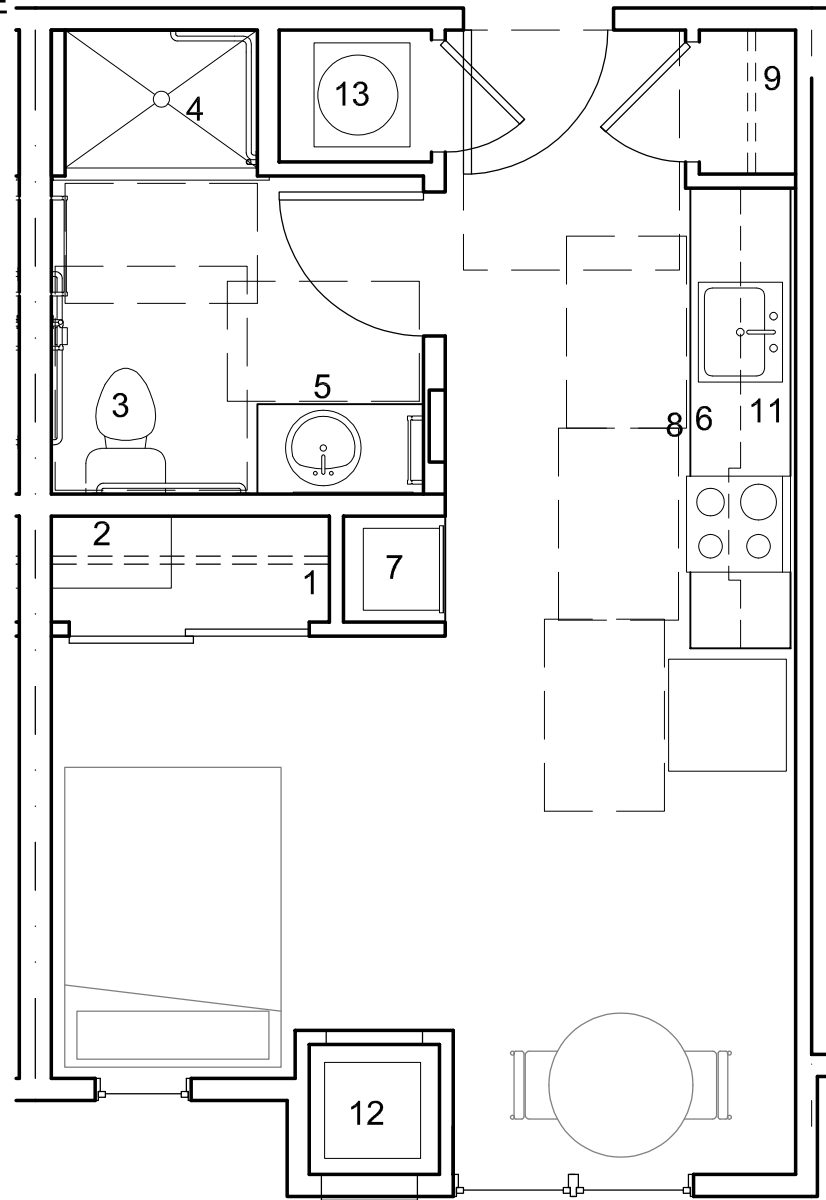
date 6-20-23
d.b. ADD

FLOOR
PLANS

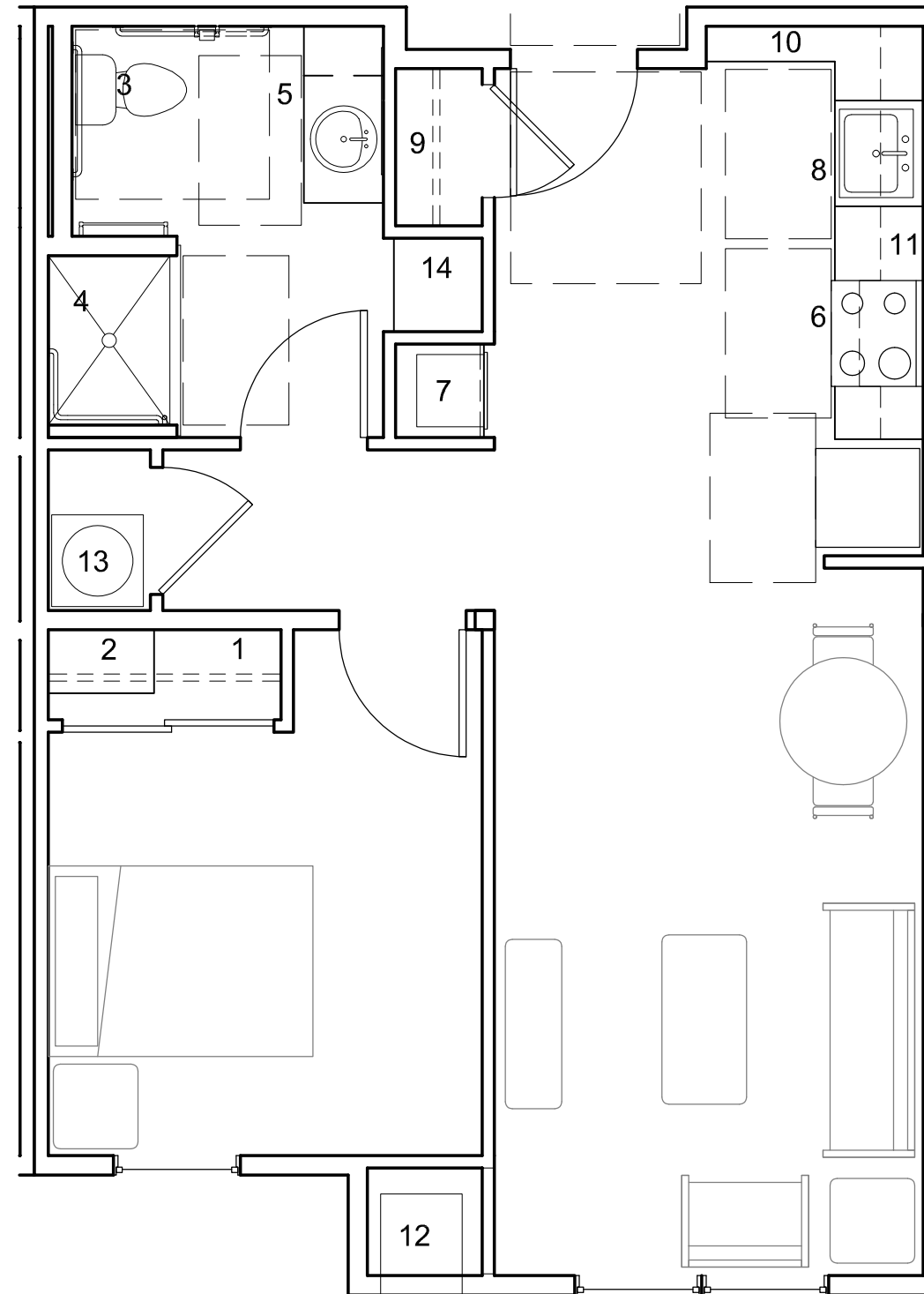
THE COLEMAN
EUGENE, OREGON
HOMES FOR GOOD & SPONSORS, INC.

BDA
Architecture & Planning, P.C.
1369 Olive Street
Eugene, Oregon 97401
bdarch.net
541.683.8661

- 1 - CLOSET SHELF AND ROD
- 2 - BUILT IN SHELVING CUBBY - 30" WIDE X 30" HIGH
- 3 - ADA HEIGHT TOILET WITH ASSOCIATED GRAB BARS
- 4 - SHOWER UNIT WITH INSTALLED GRAB BARS & ROD
- 5 - VANITY COUNTER AND CABINET
- 6 - KITCHEN WITH 36" CTR HT., SINGLE BOWL SINK, 24" RANGE & 15 CF REF
- 7 - MICROWAVE ON COUNTER OVER BASE CABINET
- 8 - BASE CABINETS WITH DOORS, INCLUDE 1 BANK OF DRAWERS
- 9 - ENTRY/COAT CLOSET WITH SHELF AND ROD
- 10 - SHALLOW COUNTER WITH OPEN SHELVES BELOW
- 11 - UPPER CABINETS - CABINETS WITH DOORS
- 12 - VTAC UNIT IN 3' X 3' WALLED ENCLOSURE
- 13 - HOT WATER HEATER IN CLOSET
- 14 - LINEN CABINET



STUDIO UNIT TYPE 1 - 390 SF; ANSI TYPE B

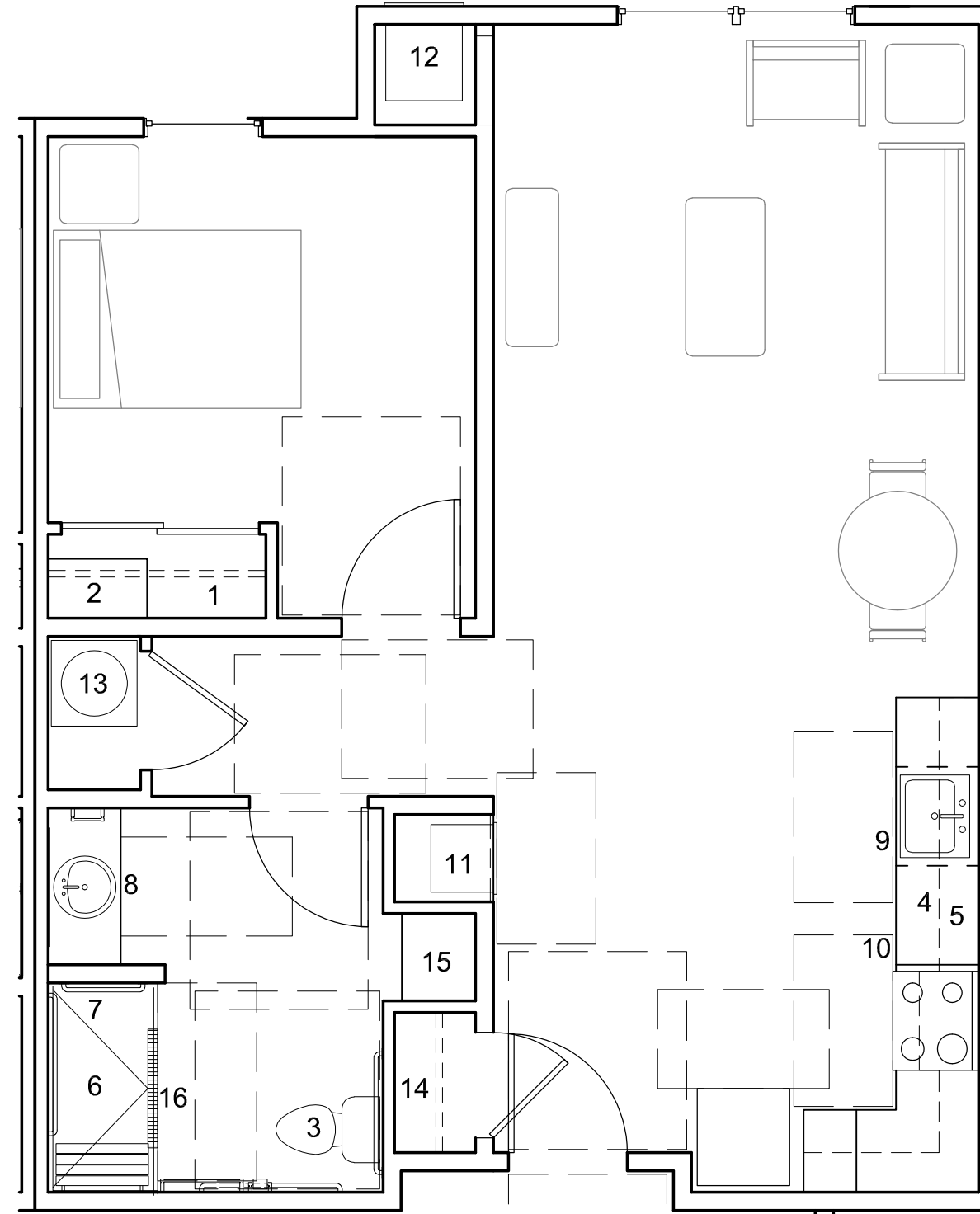


ONE BEDROOM UNIT TYPE 2 - 621 SF; ANSI TYPE B
 ONE BEDROOM UNIT TYPE 3 (W/BAY) - 658 SF; ANSI TYPE B
 ONE BEDROOM UNIT TYPE 4 (AROUND TRASH) - 667 SF; ANSI TYPE B

1 UNIT PLANS
A4

Scale: 1/4" = 1'-0"

- 1 - CLOSET SHELF AND ROD
- 2 - BUILT IN SHELVING CUBBY - 30" WIDE X 30" HIGH
- 3 - ADA HEIGHT TOILET WITH ASSOCIATED GRAB BARS
- 4 - BASE CABINETS WITH DOORS, INCLUDE 1 BANK OF DRAWERS
- 5 - UPPER CABINETS - CABINETS WITH DOORS
- 6 - TILE FLOOR AND CULTURED MARBLE SURROUND AT SHOWER
- 7 - ROD, GRAB BARS AND FOLD-DOWN SEAT AT SHOWER
- 8 - VANITY COUNTER - OPEN UNDER COUNTER
- 9 - KITCHEN WITH 34" CTR HT, SINGLE BOWL SINK, 30" SLIDE-IN RANGE & 15 CF REF
- 10 - OPEN UNDER COUNTER AT SINK AND WORK SPACE NEXT TO RANGE
- 11 - MICROWAVE ON COUNTER OVER BANK OF DRAWERS
- 12 - VTAC UNIT IN 3' X 3' WALLED ENCLOSURE
- 13 - HOT WATER HEATER IN CLOSET
- 14 - ENTRY/COAT CLOSET WITH SHELF AND ROD
- 15 - LINEN CABINET
- 16 - TRENCH DRAIN

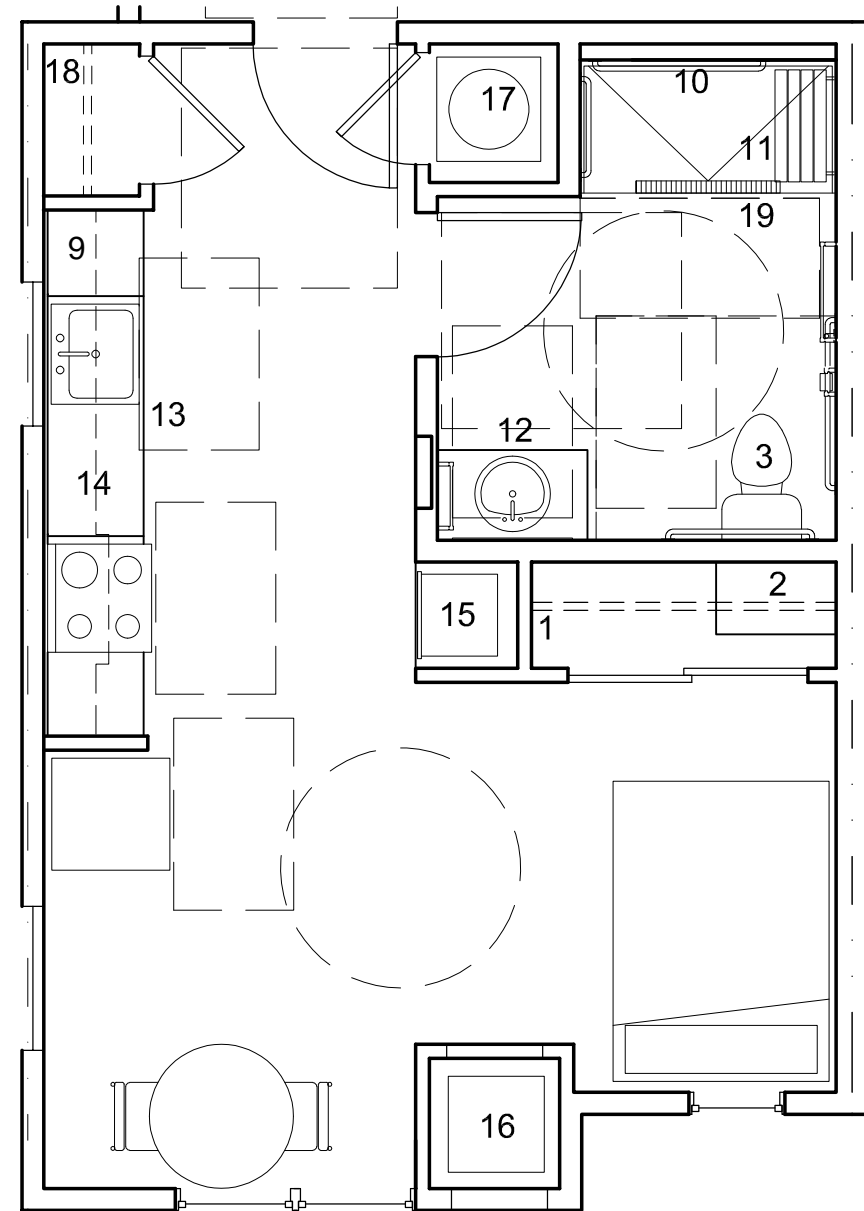


ONE BEDROOM UNIT TYPE 5 - 705 SF; ANSI TYPE A

- 1 - CLOSET SHELF AND ROD
- 2 - BUILT IN SHELVING CUBBY - 30" WIDE X 30" HIGH
- 3 - ADA HEIGHT TOILET WITH ASSOCIATED GRAB BARS

- 9 - UPPER CABINETS - CABINETS WITH DOORS
- 10 - TILE FLOOR AND CULTURED MARBLE SURROUND AT SHOWER

- 11 - ROD, GRAB BARS AND FOLD-DOWN SEAT AT SHOWER
- 12 - VANITY COUNTER - OPEN UNDER COUNTER
- 13 - KITCHEN WITH 34" CTR HT, SINGLE BOWL SINK, 27" DROP-IN RANGE & 15 CF REF
- 14 - OPEN UNDER COUNTER AT SINK AND WORK SPACE NEXT TO RANGE
- 15 - MICROWAVE ON COUNTER OVER BANK OF DRAWERS
- 16 - VTAC UNIT IN 3' X 3' WALLED ENCLOSURE
- 17 - HOT WATER HEATER IN CLOSET
- 18 - ENTRY/COAT CLOSET WITH SHELF AND ROD
- 19 - TRENCH DRAIN AT SHOWER



1 UNIT PLANS
A6

STUDIO UNIT TYPE 2 - 414 SF; ANSI TYPE A

Scale: 1/4" = 1'-0"

IN THE BOARD OF COMMISSIONERS OF THE
HOMES FOR GOOD HOUSING AGENCY, OF LANE COUNTY OREGON

ORDER 24-30-10-03H

In the Matter of Authorizing the Executive Director or Deputy Director to Apply for HOME funds and other gap financing for The Coleman development in Eugene, Oregon.

WHEREAS, Homes for Good Housing Agency, has been collaborating with Lane County and Sponsors Inc. to develop 50-60 units of affordable housing for people with criminal histories.

WHEREAS, Homes for Good Housing Agency recognizes the need in our community to provide housing for people with criminal histories.

WHEREAS, Homes for Good Housing Agency, once completed with due diligence and funding secured, intends to construct a new four-story building consisting of 50-60 studio and 1-bedroom apartments and ground floor offices, common use and supportive service areas on the NE corner of Highway 99 and Roosevelt Blvd;

WHEREAS, Homes for Good Housing Agency has obtained an award for assistance from the City of Eugene's Affordable Housing Trust Fund and other sources to provide funding for this housing development;

WHEREAS, Homes for Good Housing Agency wishes to obtain assistance from the City of Eugene to provide affordability;

NOW IT IS THEREFORE ORDERED THAT:

Homes for Good Housing Agency resolves to develop the Coleman project with 50-60 units of affordable housing;

That the Executive Director or Deputy Director is authorized to apply to the Eugene-Springfield HOME Consortium for funding for the Coleman in Eugene, Oregon;

That Homes for Good Housing Agency will accept the responsibilities and requirements of any tax credit and/or grant or loan programs applied for through the City of Eugene;

That the Executive Director or Deputy Director is authorized to execute the program and legal documents associated with accepting the tax credit and grant programs;

That the Executive Director, Deputy Director or Real Estate Development Director is authorized to release project information to the City of Eugene from the financial partners listed in the application and authorizes the City of Eugene to verify any application information as required to complete its due diligence; and

That the Executive Director, Deputy Director, Real Estate Director is authorized to sign all draw requests, monthly progress reports and miscellaneous forms associated with the tax credit and grant programs awarded to the project.

DATED this _____ day of _____, 2024

Chair, Homes for Good Board of Commissioners

Secretary, Homes for Good Board of Commissioners