

# MINUTES

Homes for Good Housing Agency

BOARD OF COMMISSIONERS

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

Homes for Good conducted the October 30<sup>th</sup>, 2024, meeting in person at the Homes for Good administrative building and via a public video call with dial-in capacity. The public was able to join the call, give public comments, and listen to the call.

## CALL TO ORDER

Board Members Present:

**Heather Buch**

**Michelle Thurston**

**Pat Farr**

**Kirk Strohman**

**Chloe Chapman**

**Larissa Ennis**

**Destinee Thompson**

**Joel Iboa**

Board Members Absent:

**Justin Sandoval**

**Quorum Met**

## 1. PUBLIC COMMENT

*None*

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

*None*

## 3. ADJUSTMENTS TO THE AGENDA

*None*

## 4. COMMISSIONERS' BUSINESS

*None*

## 5. EMERGENCY BUSINESS

*None*

## 6. EXECUTIVE SESSION

*None*

## 7. ADMINISTRATION

### A. Executive Director Report

**Jacob Fox** discussed the continued progress of the Finance Department with completing year-end close tasks coupled with catching up on late tasks. The priority projects have been bank account reconciliations (125/135) complete through September – but there are still Yardi software modifications to be made. Additionally, the Finance teams continues to work on drafting a written policy for year-end close and prepare the HUD unaudited financials.

In early October a MetroLab Network Summit was held in Washington D.C. MetroLab is specifically interested in fostering collaboration between local governments and universities. The Centre for Public Impact invited Lane County Administrator, Steve Mokrohisky, Lane County Director of Health & Human Services, Eve Gray and Jacob Fox were panel participants. The panel focused on the intersectionality between housing, homelessness and mental health.

Jacob Fox was able to visit Lazy Days on October 22<sup>nd</sup> when 10 of the modular homes were placed on foundations by a large crane. There is still further installation needed prior to receiving certificates of occupancy. Within the next 60 days Homes for Good will select a company to build the remaining 10 small homes for the community. The entire community will be restored in 2025.

### **Discussion Themes**

- Delays to obtaining insurance for the homes at Lazy Days. The land is insured but insuring structures themselves has proven difficult as a result of fires historically/frequently occurring in that specific area of Lane County.
- Issuance of Certificate of Occupancy from Lane County

### B. Quarterly Excellence Awards

- Property Manager **Nicole Tarricone** nominated IT Support Technician **Josh Mahurin-Chavez**
- Permanent Supportive Housing Manager **Camryn Leland** nominated Permanent Supportive Housing Case Manager **Kaylee Breyman**

## 8. CONSENT AGENDA

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

### **Vote Tabulations**

Motion: **Kirk Strohman**

Second: **Chloe Chapman**

Discussion: *None*

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

Abstain: *None*

Excused: **Justin Sandoval**

**The 10/30/2024 Consent Agenda was approved [8/0/1]**



## 9. PRESENTATION: Introduction to Homes for Good Foundation

*Communications Administrative Specialist, Jordyn Shaw Presenting*

### **Overview**

The Home for Good Foundation was established in 2013. It offers scholarship programs, kids club programming and support the Homes for Good Resident Services programs. The board consists of both Home for Good staff and external community partners. It is funded through multiple sources such as campaigns, grants and donations.

[see presentation titled: **Homes for Good Foundation**]

### **Discussion Themes**

- The current roles of the Homes for Good Foundation board members and plans to grow and formalize positions.
- Overlap of eligibility for grant applications between Homes for Good and Homes for Good Foundation
- In recent years most applicants have been able to be awarded (as long as the criteria is met) – the funding thus far has been able to meet the demand.
- Foundation funding and success of campaigns
- Offered support of grant writing

**No action needed.**

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## **11. ORDER 24-30-10-02H: In the Matter of Approving Contract Modification II for Professional Financial Consultant Services**

*Deputy Director, Ela Kubok Presenting*

### **Overview**

The contract with Clifton Larson Allen, LLP (CLA) was originally approved by the board in August to increase the "not to exceed limit" to \$249,000. The contract was originally procured by soliciting three (3) quotes from various CPA firms.

While much of the work outlined in the contract is nearing an end, it is not complete. The contract has reached its board approved spending limit. To continue the work Homes for Good would like to modify the contract as a Sole Source. This will permit the spending limit to be increased above the standard "Three Quote" threshold of \$249,00 without delaying the progress being made between CLA and Homes for Good.

### **Discussion Themes**

- Confidence in our Finance Director recruitment process
- Chance of requesting additional increases to the contract limit
- Determining if there's more affordable capable local CPA firms

### **Vote Tabulations**

Motion:: **Chloe Chapman**

Second: **Heather Buch**

Discussion: *None*

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

Abstain: *None*

Excused: **Justin Sandoval**

**ORDER 24-30-10-02H was approved [8/0/1]**

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## **12. PRESENTATION: Executive Director Performance Evaluation Process**

*Human Resources Director, Bailey McEuen Presenting*

### **Overview**

At the end of the calendar year Executive Director, **Jacob Fox** has a performance evaluation. The process is:

- Executive Director completes self-reflection
- Complete goal-setting that aligns with the Strategic Equity Plan
- Feedback solicited regarding the Executive Director's performance
  - Even Years: Internal and external feedback requests
  - Odd Years: Internal only feedback requests

### **Discussion Themes**

- Share tentative distribution list with the Board of survey respondents.

**No action needed.**



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### **13. PRESENTATION: Overview of the Real Estate Development Pipeline**

*Project Development Manager, Matt Salazar Presenting*

#### **Overview**

The Homes for Good Real Estate Development Department has several ongoing developments. The presentation details each phase of development the following projects are in:

- Lazy Days Mobile Home Park
- Bridges on Broadway
- Ollie Court
- The Coleman
- The Field on Quince
- Glenwood Place

[see presentation titled: **Real Estate Development 2024 Pipeline & Project Updates**]

#### **Discussion Themes**

- Potential celebration to visit Lazy Days
- Consideration of mixed use at The Coleman
- Community feedback regarding The Field on Quince development type and partnership with local tribes

**No action needed.**

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**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**

*Project Developer, Johanna Jimenez Presenting*

**Overview**

Homes for Good would like to apply for HOME funds provided by the City of Eugene. The funds would be used to develop The Coleman, which is 50-60 new housing units to be located on the corner of Hwy 99 and Roosevelt Blvd. in Eugene.

This Coleman will be developed in partnership with Sponsors, Inc. to create affordable housing next to Lane County Parole & Probation. This community would serve individuals exiting Sponsors' transition housing program by providing permanent housing with on-site supportive services.

**Discussion Themes**

- Metropolitan Wastewater Management Commission (MWMC) waiver
- Sponsor's involvement in the development
- Funding requests through Trillium

**Vote Tabulations**

Motion: **Larissa Ennis**

Second: **Joel Iboa**

Discussion: *None*

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

Abstain: *None*

Excused: **Justin Sandoval**

**ORDER 24-30-10-03H was approved [8/0/1]**

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**14. OTHER BUSINESS**

*None*

**Meeting adjourned at 3:43 p.m.**

***Minutes Taken By: Jasmine Leary Mixon***