



HOMES FOR GOOD BOARD OF COMMISSIONERS MEETING

Wednesday, May 31st, 2023

Table Of Contents

(Click On Each Agenda Item to Navigate to That Section)

AGENDA..... Page 2

EXECUTIVE DIRECTOR REPORT..... Page 4

QUARTER 2 EXCELLENCE AWARDS..... Page 5

MAY 31ST, 2023 MINUTES..... Page 10

PRESENTATION..... Page 15
FY24 HUD PHA Annual Plan Process Overview

ORDER 23-31-05-01..... Page 16
In the Matter of Updating the Administrative Plan – Temporary Local Preference in Response to Oregon’s Emergency Declaration due to Homelessness

ORDER 23-31-05-02..... Page 23
In the Matter of Updating the Administrative Plan – New Project Based Voucher Community & Local Preferences

ORDER 23-31-05-03..... Page 34
In the Matter of Approving the FY23 Public Housing Admissions & Continued Occupancy [ACOP] Update to Include Housing & Urban Development [HUD] Housing Opportunity Through Modernization Act of 2016 [HOTMA] Over Income Provisions

ORDER 23-31-05-04..... Page 43
In the Matter of Approving Contract 23-C-0023 [Construction Management/General Contractor Services] for the Lazy DAYS Mobile Home Park Rebuild at 52511 McKenzie River Highway Near Blue River, Oregon

AGENDA

Homes for Good Housing Agency

BOARD OF COMMISSIONERS

Location of the meeting:

Homes for Good Administrative Building
100 W 13th Avenue
Eugene, OR 97405



Zoom

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

Wednesday, May 31st at 1:30pm

The May 31st, 2023, 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 20 minutes: Speakers will be taken in the order in which they sign up and will be limited to 3-minutes per public comments. If the number wishing to testify exceeds 10 speakers, then additional speakers may be allowed if the chair determines that time permits or may be taken at a later time.

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. Quarter II Employee Excellence Awards

8. CONSENT AGENDA

- A. Approval of April 26th, 2023, Board Meeting Minutes

9. PRESENTATION

FY24 HUD PHA Annual Plan Process Overview

(Mira Miller, Compliance & Data Analyst) (Estimated 5 minutes)

10. ORDER 23-31-05-01H

In the Matter of Updating the Administrative Plan – Temporary Local Preference in Response to Oregon’s Emergency Declaration due to Homelessness

(Beth Ochs, Rent Assistance Director) (Estimated 10 minutes)

11. ORDER 23-31-05-02H

In the Matter of Updating the Administrative Plan – New Project Based Voucher Community & Local Preferences

(Beth Ochs, Rent Assistance Director) (Estimated 15 minutes)

12. ORDER 23-31-05-03H

In the Matter of Approving the FY23 Public Housing Admissions & Continued Occupancy [ACOP] Update to Include Housing & Urban Development [HUD] Housing Opportunity Through Modernization Act of 2016 [HOTMA] Over Income Provisions

(Mira Miller, Compliance & Data Analyst) (Estimated 10 minutes)

13. ORDER 23-31-05-04H

In the Matter of Approving Contract 23-C-0023 [Construction Management/General Contractor Services] for the Lazy Days Mobile Home Park Rebuild at 52511 McKenzie River Highway Near Blue River, Oregon

(Steve Ochs, Real Estate Development Director) (Estimated 10 minutes)

14. OTHER BUSINESS

Adjourn.

Homes for Good has had a long-standing partnership with Centro Latino Americano and we have been excited to see the merger between Centro Latino Americano, Huerto de la Familia, and Downtown Languages progress. We were delighted to be a sponsor for the new organization's gala on May 18th where the new name of the organization was unveiled. We welcome more opportunities to deepen our partnership with Plaza de Nuestra Comunidad as they work to expand supportive services and rent assistance on behalf of the Latinx community here in Lane County.



Cresview Villa Spring Flowers

Homes for Good owns a .27 acre on River Road close to downtown. We have been contacted by a neighbor of the parcel who is interested in developing a community garden on the site. We are open to this interest and will explore this possibility with two primary goals in mind. First, we want to continue to own the parcel for future development possibilities. Second, we need to have a risk mitigation plan that would limit our liabilities if the property is being used by neighbors. We will keep the Board apprised of future progress as it relates to this parcel of land.

Our new auditor's, Berman Hopkins LLP, are well into their audit process. Homes for Good staff have been uploading documentation into their online portal, this documentation is being reviewed by the Berman Hopkins team and they are responding with confirmations and questions. This includes a significant number of questions comparing FY 21 adjusted financials and FY 22 unadjusted financials. In addition, they are starting the program compliance portion of their audit with the Housing Choice Voucher program being the primary focus of this portion of the audit. No major issues have been flagged by the Berman Hopkins as of May 23rd and we are meeting with this team weekly to make sure we are delivering on their requests in a timely manner. The audit is scheduled to be complete and submitted to HUD by June 26th.



Parkview Terrace Mailboxes



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 05/31/2023

AGENDA TITLE: Quarter 2 Excellence Awards

DEPARTMENT: Executive

CONTACT : Jasmine Leary

EXT: 2501

PRESENTER: Beth Ochs & Nat Dybens

EXT: --

ESTIMATED TIME : 5 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 "JL", is written over a horizontal line.

DATE: 05.23.2023

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



EXCELLENCE AWARD

APRIL 2023



EXCELLENCE AWARD

APRIL 2023

CIERA IS EXCEPTIONAL AT COMMUNICATING EFFECTIVELY AS A WHOLE. SHE HAS AN INNATE ABILITY TO CONVEY HER THOUGHTS AND IDEAS CLEARLY AND CONCISELY, MAKING HER AN EXCELLENT COMMUNICATOR. THROUGH HER SKILLS, CIERA IS ABLE TO LISTEN ACTIVELY AND RESPOND APPROPRIATELY, DEMONSTRATING EMPATHY AND UNDERSTANDING.

CIERA'S COMMUNICATION SKILLS MAKES HER AN ASSET IN ANY SITUATION. SHE RELIABLY DEMONSTRATES OUTSTANDING CAPABILITY IN ASSISTING OUR CLIENTS HOWEVER THEY MAY SHOW UP. SHE MOTIVATES AND INSPIRES HER TEAM MEMBERS IN THIS WAY. AS A MENTOR, SHE HAS PROVIDED ALL PARTIES (MENTEES, PEER MENTORS, AND SUPERVISOR) WITH THOUGHTFUL FEEDBACK AND IDEAS.

TIME AND TIME AGAIN, SHE HAS BEEN AN EXCEPTIONAL TEAM PLAYER, WILLING TO PIVOT AND BE FLEXIBLE TO EMERGING NEEDS. HER COLLABORATIVE APPROACH AND POSITIVE ATTITUDE MAKE HER AN ASSET TO ANY TEAM.

-NAT DYBENS
RENT ASSISTANCE SUPERVISOR



**EXCELLENCE
AWARD**

APRIL 2023



EXCELLENCE AWARD

APRIL 2023

SANDY HAS BEEN AT HOMES FOR GOOD SINCE DECEMBER OF 1997, AND FOR 25 YEARS SHE HAS BEEN CONSISTENTLY COMPASSIONATE TO THOSE WE SERVE AND GOAL ORIENTATED TO THE WORK AT HAND. SHE STARTED HER CAREER AT HOMES FOR GOOD AS AN OFFICE ASSISTANT, SPENT TIME AS A CASELOAD HOUSING SPECIALIST, AND TIME IN RESIDENT SERVICES. SHE CURRENTLY IS A MEMBER OF OUR INTAKE TEAM. TO GIVE AN IDEA OF THE VOLUME OF WORK MANAGED BY SANDY AND TEAM, IN THE LAST THREE MONTHS INTAKE HAS RECEIVED 1,560 PHONE CALLS, 3709 EMAILS, SENT OUT 925 APPLICATIONS AND PROCESSED 422 INCOMING APPLICATIONS. SANDY IS THE GOOD IN HOMES FOR GOOD. SANDY IS A DEDICATED, EXCELLENT AND CARING MEMBER OF OUR TEAM. THANK YOU TO SANDY FOR ALL THE WORK YOU DO.

-BETH OCHS
RENT ASSISTANCE DIRECTOR

MINUTES

Homes for Good Housing Agency

BOARD OF COMMISSIONERS



Wednesday, April 26th, 2023, at 1:30 p.m.

Homes for Good conducted the April 26th, 2023, meeting in person at the Homes for Good administrative building and via a public video call with dial-in capacity. The public was able to join the call, give public comment, and listen to the call.

CALL TO ORDER

Board Members Present:

Heather Buch

Michelle Thurston

Justin Sandoval

Pat Farr

Kirk Strohman

Joel Iboa

Chloe Tirabasso

Board Members Absent:

Char Reavis

Larissa Ennis

Quorum Met

1. PUBLIC COMMENT

None

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

None

3. ADJUSTMENTS TO THE AGENDA

- Executive Session was not held during the April 26th, 2023, board meeting
- The Quarter 2 Excellence Awards will be presented at the May 31st, 2023, board meeting

4. COMMISSIONERS' BUSINESS

None

5. EMERGENCY BUSINESS

None

6. EXECUTIVE SESSION

None

7. ADMINISTRATION

A. Executive Director Report

Jacob Fox discussed the partnership with Sponsors' Executive Director Paul Solomon and Director of Program Development, Laura Johnson. In the future it would be beneficial to invite both Paul and Laura to present to the board. This ongoing partnership with Homes for Good specifically focuses on individuals returning to Lane County after completing a prison sentence.

The finance sub-committee met in April with **Kirk Strohman** and **Chloe Tirabasso** in attendance. The most recent topic has been a review of the budget to actual reports. While the goal was to present the reports during the April board meeting, it was recommended that the finance sub-committee should review the information and draft narratives, so it is more presentable to the board in an approachable and strategic way.

The Yardi implementation has commenced. The financial migration is a priority – with Communications Director, **Ela Kubok** and IT Director, **Curtis Wyant** are leading the transition and conducts engagement with Yardi. Other Public Housing Authorities (PHA) that utilize Yardi have been contacted for input and suggestions for Homes for Good's transition. There is the possibility of hiring a Yardi consultant to work with the Agency during this migration process. The cost allocation methodology will be presented to the Board in May.

Homes for Good has converted their payroll system to ADP. Human Resources Director, **Bailey McEuen**, and Finance Accounting Technician, **Miranda Wilcox** have led the transition.

8. CONSENT AGENDA

A. Approval of 03/29/2023 Board Meeting Minutes

Vote Tabulations

Motion: **Michelle Thurston**

Second: **Chloe Tirabasso**

Discussion: *None*

Ayes: **Michelle Thurston, Justin Sandoval, Kirk Strohman, Chloe Tirabasso, Joel Iboa, Pat Farr**

Abstain: **Heather Buch, Justin Sandoval**

Absent: *None*

Excused: **Larissa Ennis, Char Reavis**

The 03/29/2023 meeting minutes were passed [5/2/2]

PRESENTATIONS:

9. PRESENTATION: Fiscal Year 2024 Budget Calendar Review

Executive Director, Jacob Fox Presenting

The presentation includes a high-level overview of the budget review process, with an additional granular budget calendar broken down by month. The finance sub-committee items have also been layered in.

Historically in August or September there has been a board work session to deliberate on the budget. Homes for Good and the board will need to determine if a work session can be imbedded this year into a scheduled board meeting or if a separate work session will be needed in the coming months. A two-hour work session will be held tentatively on board member's calendar should a separate work session should be needed.

[For more details, please refer to the presentation in the 04.26.2023 board packet]

Discussion Themes

- Board members are welcome to attend finance sub-committee meetings and contribute to the agenda.
- Should there be questions or areas of focus, board members are encouraged to reach out to sub-committee members in advance of the meeting.
- Opportunity for board members to meet the finance division.

No action needed.

10. PRESENTATION: Supportive Housing Division Overview & Permanent Supportive Housing Introduction

Supportive Housing Division Director, Wakan Alferes Presenting

The Supportive Housing Division at Homes for Good is a combination of providing affordable housing and services to residents at those sites.

Departments

- Property Management
- Maintenance
- Resident Services

Operational Oversight

- Public Housing
- Multi-family Housing
- Affordable Housing
- Temporary Shelter
- Permanent Support Housing (PSH)

Federal Grant Program Oversight

- Family Self-Sufficiency (FSS)
- Continuum of Care
- Resident Opportunities & Self-Sufficiency (ROSS)

[For more details, please refer to the presentation in the 04.26.2023 board packet]

Discussion Themes

- PSH funding sources & longevity
- Community feedback & engagement with PSH sites
- Mitigation funds & insurance claims
- Lessons learned
- The resiliency of the properties to inclement weather in Oregon

No action needed.

11. PRESENTATION: Strategic Equity Plan Quarter 3 Progress & Board Input for Year 2

Executive Director, Jacob Fox Presenting

There has been increased engagement and diligence around equitable contracting. The focus is primarily to contract with Section 3, minority-owned, women-owned, and emerging small businesses (MWESB) in the community. For larger projects, the Real Estate Development Division has partnered with and educated general contractors to also pursue the same equitable contracting goals with their subcontractors.

Listen to Our Communities

- Community engagement events in Florence
- Partnership with tribal leaders
- Collaborating with Mapleton School District

Creating Pathways to Self-Sufficiency

- Partnering with Centro Latinoamericano by providing 13 project-based vouchers (PBV) to increase funding opportunities for Ketanji Court
- Utilizing and contracting with MWESB and Section 3 businesses

Lead & Grow Ethically

- Applied to California Coalition for Rural Housing Internship Program to connect young professionals of color with organization opportunities

There will be a Strategic Equity Plan (SEP) board sub-committee. Homes for Good will follow-up with calendar invites for May and/or June to begin discussion on the SEP Year 2 goals and strategies.

[For more details, please refer to the presentation in the 04.26.2023 board packet]

Discussion Themes

- Community engagement for employment opportunities as interns and job fairs
- Metrics and numeric goals for equitable contracting
- Equitable Contracting as an Agency-wide goal

No action needed.

12. PRESENTATION: Real Estate Development Quarter 2 Pipeline Overview

Real Estate Development Director, Steve Ochs Presenting

For the past couple of months, the Real Estate Development (RED) team has been focused on funding applications in collaboration with the Rent Assistance Division and Supportive Housing Division to gather all the pertinent information.

Property Pipeline

- Ollie Court (Formerly the Naval Reserve site)
- Bridges on Broadway
- Quince Street
- Lazy Days
- The Coleman

Discussion Themes

- Funding sources for the properties
- Positive response to Florence Quince site
- Future opportunities in Cottage Grove
- Real Estate Development capacity & staffing

[For more details, please refer to the presentation in the 04.26.2023 board packet]

No action needed.

13. OTHER BUSINESS

None

Meeting adjourned at 3:52 p.m.

Minutes Taken By: Jasmine Leary



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 05/31/2023

AGENDA TITLE: FY24 HUD PHA Annual Plan Process Overview

DEPARTMENT: Executive

CONTACT : Mira Miller

EXT: 682-2588

PRESENTER: Mira Miller

EXT: 682-2588

ESTIMATED TIME : 5 min

- 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 "Mira Miller", is written over a horizontal line.

DATE: 05.23.2023

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 05/31/2023

AGENDA TITLE: In the Matter of Updating the Administrative Plan - Temporary Local Preference in Response to Oregon's Declared Emergency Declaration due to Homelessness.

DEPARTMENT: Rent Assistance Division

CONTACT : Beth Ochs

EXT: 2547

PRESENTER: Beth Ochs

EXT: 2547

ESTIMATED TIME : 10 minutes

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

Approval Signature

EXECUTIVE DIRECTOR:

DATE: 05.23.2023

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



HOMES FOR GOOD MEMORANDUM

TO: Homes for Good Board of Commissioners
FROM: Beth Ochs, Rent Assistance Division Director
TITLE: Updating the Administrative Plan – Limited Duration Local Preference
DATE: May 31, 2023

MOTION:

Seeking Board Approval to:

Add a Limited Duration Local Preference

DISCUSSION:

A. Issue

Homes for Good is seeking to collaborate with community partners in a joint effort to house unsheltered homeless families. Homes for Good will supply Housing Choice Vouchers as available, and funds from ALL IN will be utilized to assist families in obtaining housing (i.e.) security deposits, application fees, etc.

B. Background

On January 2023, Oregon Governor Tina Kotek declared an Emergency Declaration 23-02 due to Homelessness. The declaration took effect on January 10, 2023, and will remain in effect until January 10, 2024, unless rescinded or renewed by the Governor. Efforts related to the Emergency Declaration will be under the ALL IN Oregon umbrella term. The goals of the EO are to rapidly expand the State's low-barrier shelter capacity, to rehouse people experiencing unsheltered homelessness, and to prevent homelessness to the greatest extent possible.

In response to the Governor's Emergency Declaration, Lane County formed a Multi-Agency Coordinating (MAC) Group. The MAC's objectives are to:

- *Create a Community Plan for OR Dept. of Emergency Management (ODEM) and OR Housing Community Services (OHCS) by March 6, 2023.*
- *Identify Goals for households to be served based on the Governor's Declaration and provided information from the State.*

- *Utilize information from lived experience groups and task groups (capacity & needs).*
- *Utilize gap analysis data to inform strategies for implementation.*
- *Move the Community Plan rapidly forward to achieve the identified goals by January 2024.*
- *Identify homeless system policy needs and changes.*

Homes for Good joined the MAC. Collaboration resulted in drafting of a temporary MOU for ALL IN funded agencies. The MOU will allow the ALL IN agencies to access Housing Choice Vouchers (HCV) as available.

On May 6, 2023, Lane County, OR declared a local emergency due to homelessness. This declaration authorizes the head of a contracting agency to make or authorize others to make emergency procurements of goods or services during an emergency without strict compliance with procurement regulations or procedures.

Homes for Good opened its HCV waitlist in the summer of 2022. The list contains 3000 families. Approximately 40% of the families self-identified as homeless.

The families were placed on the waiting list in random order.

The goal of the temporary MOU is to connect the HCV waitlist applicants who identified as homeless to ALL IN agencies (via referral from an ALL-IN agency), place the family at the top of the waitlist, and utilize ALL IN funding to secure housing by aiding with security deposits, holding fees, utility fees, etc.

Local Preference referrals are placed at the top of the waitlist and served in order of date and time of referral.

C. Analysis

The ALL IN ReHousing and Street Outreach has a goal to re-house 247 households experiencing unsheltered homelessness by January 10, 2024.

Utilization of the HCV Waitlist allows rapid connection between those who have already declared a need for housing to this new funding.

Utilization of the HCV Waitlist in this manner allows for service of an already established waitlist as opposed to adding additional families to the waiting list.

Under the drafted MOU Qualification for the preference requires:

Placement on Homes for Good's Housing Choice Voucher Waitlist – Family must be a current applicant on Homes for Good Housing Choice Voucher Waitlist and must have self-identified as homeless when they joined the waitlist.

Vetted as Unsheltered Homeless and Referral from approved entity from the All In Re-housing Local Preference – The Family must be referred by an approved entity of the All In Re-Housing Local Preference. Approved entity will vet for unsheltered homeless, and any other requirements of their contract with Lane County for All In funding. If deemed eligible, approved entity will submit written referral to Homes for Good to access a Housing Choice Voucher aka Section 8 Voucher.

Unsheltered Homelessness is defined as: Individual or family that is living in a primary nighttime residence that is a public or private place not designed for human habitation.

(including, but not limited to, a car, park, abandoned building, bus or train station, airport or camping ground).

Access to the ALL IN funding will provide resources that are not currently available under the general HCV program.

Under the drafted MOU ALL IN Partner Agencies will:

Refer tenants to Homes for Good that qualify for the All In Re-housing Local Preference.

Utilize All In Re-Housing funding to support the family in obtaining housing/utilization of the HCV voucher.

Upon request, documentation will be provided that demonstrates that households referred to Homes for Good under this Local Preference qualified for the All In Re-housing Local Preference.

While the ALL IN Funding is limited, the voucher can exist, if needed, in perpetuity. In turn, the partnership between the two funding sources enhances the likelihood of housing retention and stability.

D. Furtherance of the Strategic Equity Plan

Providing this temporary local preference is in alignment with our Strategic Equity Plan goal of, "continue to seek opportunities to support the non-profit network, local and state jurisdictions and the business community through preferences and partnerships."

E. Alternatives & Other Options

Homes for Good could choose not to implement local preferences. This could result in higher barrier populations having a reduced ability to access housing.

F. Timing & Implementation

Following Board Approval:

Homes will update its Administrative Plan.

G. Recommendation

Homes for Good recommends the board approve the request to add the temporary Local Preference.

H. Follow Up

Homes for Good will monitor ALL IN funding levels and extend/retract the limited duration preference in conjunction with the funding.

I. Attachments

Lane County All In Community Plan

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

ORDER 23-31-05-01H

In the Matter of Updating the Housing Choice
Voucher Administrative Plan, Local
Preferences

WHEREAS, Homes for Good is permitted to establish local preferences, and to give priority to serving families that meet those criteria under 24 CFR 982.207.

WHEREAS, Homes for Good proposes to provide a limited duration local preference to homeless families that are currently on Homes for Good's Housing Choice Voucher Waitlist.

NOW IT IS THEREFORE ORDERED THAT:

The Housing Choice Voucher Administrative Plan for Fiscal Year 2023 shall be revised as follows:

Page 4-14 is amended to state under Local Preferences,

An approved entity with higher preference points will be indicated in the MOU and on Homes for Good's website. Unless otherwise noted all Local Preferences will be weighted the same. The PHA will offer the following preferences:

Homeless Veteran Family Preference

This preference applies to homeless veteran families who have been referred from a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). The definition of 'homeless' and 'veteran' for this purpose will be included in the MOU/MOA with the qualified entity.

Transitional Homeless Family Preference

This preference applies to transitional housing persons who are homeless and who are referred from a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). The definition of 'homeless' and 'transitional' for this purpose will be included in the MOU/MOA with the qualified entity.

Displaced Family Preference (Fire or Natural Disaster)

This preference applies to families who are displaced as a result of a fire or Natural Disaster. Persons who claim they are being or have been displaced due to fire or Natural Disaster must be a resident of Lane County, and have written

verification from a Homes for Good approved entity, such as First Place Family Center, the Red Cross, local Fire Department, etc., of displacement. Referrals must be received within 45 days of the displacement.

Elderly or Disabled Preference

This preference applies to persons who are elderly or disabled and who are referred from a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good).

Domestic Violence Preference

This preference applies to persons who are victims of domestic violence, dating violence, sexual assault, or stalking (as defined under VAWA; see Chapter 16) who have been referred from a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good).

Continuum of Care Preference

Participants in Lane County's Continuum of Care programs, who have completed an assessment for move on readiness with a system screening tool and are referred through Lane County Coordinated Entry based on prioritized readiness.

Disabled Homeless Preference

This preference applies to disabled homeless families. Families must be referred by a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). The definition of 'disabled homeless' for this purpose will be included in the MOU/MOA with the qualified entity.

Permanent Housed Family Preference

This preference applies to families that are currently served in other permanent housing assistance programs administered by Homes for Good, when the other program is unable to serve the family and when such assistance is necessary for Homes for Good to appropriately house the family. This preference requires approval of Directors of both programs

Non-Elderly Person with Disabilities Preference

This preference applies to non-elderly persons with disabilities who are referred from a Homes for Good approved entity, who are transitioning out of institutional and other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless.

Non-Elderly Person with Disabilities Preference (limited to 151 issued Mainstream Vouchers)

This preference applies to non-elderly persons with disabilities who are on the Homes for Good tenant-based voucher waitlist.

All In Re-housing Preference

This limited duration preference applies to current Housing Choice Voucher waitlist applicants who self-identified as homeless at time of waitlist application, and who are referred by a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). This preference will expire on December 1, 2023. Homes for Good reserves the right to extend or rescind the preference dependent upon ALL IN Funding from the Governor of Oregon.

Under this policy selected is defined as the date in which the voucher was issued. Permanent Housed Family Preference will be given priority above other local preferences. First Priority - Permanent Housed Family Preference referrals. Referrals received under this preference will be prioritized by date and time of referral. Second priority - Referrals from Sponsors (a current Homes for Good approved entity) under the Transitional Homeless Family Preference. Referrals received under this preference will be prioritized by date and time of referral. All other local preference referrals will be prioritized by date and time of referral.

DATED this _____ day of _____, 2023

Chair, Homes for Good Board of Commissioners

Secretary, Homes for Good Board of Commissioners



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 05/31/2023

AGENDA TITLE: In the Matter of Updating the Administrative Plan - New Project Based Voucher Community & Local Preferences

DEPARTMENT: Rent Assistance Division

CONTACT : Beth Ochs

EXT: 2547

PRESENTER: Beth Ochs

EXT: 2547

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 "JAF", is written over a horizontal line.

DATE: 05.23.2023

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



HOMES FOR GOOD MEMORANDUM

TO: Homes for Good Board of Commissioners

FROM: Beth Ochs, Rent Assistance Division Director

TITLE: Updating the Administrative Plan – New Project Based Voucher Community and Local Preferences

DATE: May 31, 2023

MOTION:

Seeking Board Approval to:

- Add Shorepines at Munsel Park to the list of PBV communities.
- Add Local Preference at Shorepines at Munsel Park to Veteran’s Assisted Supportive Housing (VASH) for 1-bedroom units.
- Add a “homeless” preference for 3-bedroom units at both Shorepines at Munsel Park and Ketanji Court

DISCUSSION:

A. Issue

Homes for Good is seeking approval to add a Project Based Voucher (PBV) community to its portfolio, Shorepines at Munsel Park along with adding local preference for homeless families and Veteran’s Assisted Supportive Housing (VASH).

Additionally, Homes for Good is also seeking to expand local preference at Ketanji Court for three-bedroom units. The addition of the local preferences is to expand housing opportunity to marginalized populations, bring support to those navigating access to housing, and build viable waitlists for Homes for Good.

B. Background

In May of 2022 Homes for Good entered into a contract with Northwest Housing Alternatives to provide thirty-one units of PBV at Shorepines at Munsel Park.

Shorepines at Munsel Park will be located East of Highway 101 near 40th Street in Florence, Oregon. The community will have 68 apartment units on a 2.45-acre site. Construction is estimated to reach completion in the fall of 2023.

In October of 2021 Homes for Good entered into a Contract with Lincoln Affordable Limited Partnership to provide 13 three-bedroom units of PBV at Ketanji Court located at 335 W 11th Ave in Eugene, Oregon. The community has 59 units on a .6 acre site.

Soliciting the general public for three-bedroom units has resulted in ineffective waitlists.

Marginalized populations have increased barriers in obtaining housing.

Local Preference referrals are placed at the top of the waitlist and served in order of date and time of referral.

C. Analysis

The 3-bedroom Ketanji Court PBV Waitlist was open from July 26, 2022, through August 9, 2022. Education on eligibility requirements were provided via written materials (in both English and Spanish), social media, phone and in person.

The waitlist generated 191 applicants. Homes for Good began contacting applicants in September 2022, providing full application packets for completion via USPS. 55% did not return the packet. 2% of the packets were returned as undeliverable with no forwarding address. For those that returned packets, 42% did not meet occupancy eligibility, 16% did not provide missing documentation, 6% were over income and 4% once approved declined assistance. Overall, 14% of applicants from the original list (27 out of 191) fully completed and were approved for housing at Ketanji.

By implementing local preferences, we create partnerships with community agencies who assist marginalized populations in navigating the waitlist/eligibility process for housing. Providing support during the application process, and as needed once housed.

In turn, this lessens the frustration and trauma families experience by joining a waitlist they don't qualify for or lose an opportunity for housing for lack of completing paperwork.

Additionally, a viable waitlist brings administrative relief to our staff, allowing time for more productive work activities.

In October 2022, Homes for Good received board approval to provide local preference to VASH at Sheldon Village, Ketanji Court, and Market District Commons. The discussion items from the October 26, 2022, memorandum remain relevant. The memorandum has been provided as a reference. In turn, we are seeking to expand the preference for VASH to the 1-bedroom units at Shorepines at Munsel Park.

Memorandums of Understanding with partner agencies for the 3-bedroom units at Shorepines at Munsel Park have not been finalized. Homes for Good is actively engaged in discussion for local preference at Shorepines with Oregon Department of Human Services, Head Start, Siuslaw Outreach Services, and the Confederated Tribes of Coos, Lower Umpqua and Siuslaw.

D. Furtherance of the Strategic Equity Plan

Providing Local Preference as well as PBV at Shorepines at Munsel Park is in alignment with our Strategic Equity Plan goal of, "continue to seek opportunities to support the non-profit network, local and state jurisdictions and the business community through preferences and partnerships."

E. Alternatives & Other Options

Homes for Good could choose not to implement local preferences and instead serve solely from the general waitlist. This could result in higher barrier populations having a reduced ability to access housing.

F. Timing & Implementation

Following Board Approval:
Homes will update its Administrative Plan.

G. Recommendation

Homes for Good recommends the board approve the request to Add Shorepines at Munsel Park to the list of PBV communities, add Local Preference at Shorepines at Munsel Park to Veteran's Assisted Supportive Housing (VASH) for 1-bedroom units, and add a "homeless" preference for 3-bedroom units at both Shorepines at Munsel Park and Ketanji Court.

H. Follow Up

None

I. Attachments

Homes for Good Memorandum, Updating the Administrative Plan – Project Based Vouchers – Organization of the Waiting List. October 26, 2022



HOMES FOR GOOD MEMORANDUM

TO: Homes for Good Board of Commissioners

FROM: Beth Ochs, Rent Assistance Division Director

TITLE: Updating the Administrative Plan – Project Based Vouchers – Organization of the Waiting List

DATE: October 26, 2022

MOTION:

Seeking Board Approval to allow Veterans Assisted Supportive Housing (VASH) Vouchers to have preference at the following Project Based Voucher (PBV) sites: Sheldon Village, Ketanji Court and Market District Commons

DISCUSSION:

A. Issue

Public Housing Agencies are permitted to establish local preferences, and to give priority to serving families that meet those criteria. Public Housing Agencies may establish selection criteria or preferences for the Project Based Voucher Program as a whole, or for occupancy of a particular PBV development(s) or units.

B. Background

In partnership with the Veteran's Administration Office (VA) and Housing and Urban Development (HUD), Homes for Good manages the VASH Program. The VASH program serves homeless veterans and their families.

There are 269 VASH Vouchers in Lane County.

Current utilization of VASH as of Sept 2022 is 223 Vouchers.

There has not been a point in time where utilization of VASH has been at 100%.

Administrative Fees are earned for vouchers that are being utilized (a lease needs to be in place with a landlord). Homes for Good currently earns between (before pro-ration) \$105.43 and \$112.96 per voucher used per month. Pro-ration on fees earned is currently at 89.2% for January through June of 2022. The pro-ration factor can change throughout the year.

In August 2022, HUD announced the opportunity for the VA in partnership with Homes for Good to apply for additional vouchers. We applied and are awaiting a response from HUD on approval, and if approved the number of vouchers that will be awarded to Homes for Good.

Often, HUD requires a certain utilization rate be in place for a PHA to apply for additional vouchers. For example, in August 2022 VASH had to have a utilization rate of 70% to apply.

Preference on a PBV Waitlist allows the local preference partner to be placed at the top of the waitlist.

C. Analysis

VA reports that they have limited capacity to manage enough referrals for VASH vouchers to reach 100% utilization. Case managers assist voucher holders in searching for housing.

With a preference for PBV in place, the need to search for housing for some VASH families would be removed. In turn, this would provide the VA increased capacity to increase referrals.

With a preference for PBV in place, the need for increased referrals may also be reduced, assuming some VASH families want to occupy an available PBV unit.

In turn, a preference within PBV increases the likelihood of VASH vouchers reaching 100% utilization.

100% utilization allows Homes for Good to obtain the maximum amount of Administrative Fee available.

Homes for Good Intake team is spending a substantial amount of time contacting families on waiting lists that do not result in movement towards a lease up. For example, Ketanji Court's waitlist opened in July 2022 for two weeks. 190 families joined the waitlist. 13 PBV units need to be filled. 145 application packets were mailed out. 99 did not respond. 45 responded, of the 45, 32 did not meet initial income and/or occupancy eligibility standards. Intake will continue to vet the remaining 13 and have also sent out another 45 packets in case the 13 being vetted do not qualify/complete the process. In partnering with the VA, the VA can pre-vet families to ensure they qualify and work with families to stay engaged through the lease up process.

Allowing VASH to have priority at the top of a waitlist may impact others on the waitlist who do not have a local preference resulting in a slower lease up time. Homes for Good will monitor the utilization of PBV by VASH. If high, Homes for Good can revisit the allocation of PBV at a project and explore expanding it.

D. Furtherance of the Strategic Equity Plan

Partnering with the VA to provide preference to VASH families is in alignment with our Strategic Equity Plan goal of, "continue to seek opportunities to support the non-profit network, local and state jurisdictions and the business community through preferences and partnerships."

E. Alternatives & Other Options

Homes for Good could designate some PBV units as VASH PBV, allowing only VASH families to occupy them. This could result in vacancy loss for the PBV project if the VA does not have a family who desires to move into the unit.

F. Timing & Implementation

Following Board Approval:

Homes will update its Administrative Plan and notify the VA of the approved change.

Homes for Good will update its website adding the VA for VASH vouchers as a local preference.

G. Recommendation

Homes for Good recommends the board approve this request as it expands housing to homeless veterans in our community.

H. Follow Up

None

I. Attachments

None

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

ORDER 23-31-05-02H

In the Matter of Updating the Housing Choice
Voucher Administrative Plan, New Project
Based Voucher Community and Local
Preferences

WHEREAS, Homes for Good is permitted to establish a separate waiting list for Project Based Voucher units in particular projects or buildings or for sets of such units.

WHEREAS, Homes for Good is permitted to establish local preferences, and to give priority to serving families that meet those criteria.

NOW IT IS THEREFORE ORDERED THAT:

The Housing Choice Voucher Administrative Plan for Fiscal Year 2023 shall be revised as follows:

Page 17-38 is amended to state under Organization of the Waiting List,

The PHA will establish and manage separate waiting lists for individual projects or buildings that are receiving PBV assistance. The PHA currently has waiting lists for the following PBV projects:

Sheldon Village – 1, 2- and 3-bedroom waiting lists. With a total of 33 PBV units.

Market District Commons – 1- and 2-bedroom waiting lists, with a total of 15 PBV units. Applicants must be at 30% Area Median Income at time of pre-application in order to be placed on the waitlist.

Commons on MLK – Studio bedroom waiting list, with a total of 51 PBV units. Applicants must be referred from an approved entity under local preference.

The Keystone – 2 and 3-bedroom units, with a total of 15 PBV units. Applicants must be referred from an approved entity under local preference.

The Nel - Studio bedroom waiting list, with a total of 45 PBV units. Applicants must be referred from an approved entity under local preference.

Ketanji Court – 3-bedroom units, with a total of 13 PBV units. Applicants must be at 30% AMI or below to qualify.

Shorepines at Munsel Park – 1 and 3-bedroom units, with a total of 31 PBV units.

PHA reserves the right to add additional waiting lists as needed to manage a PBV program.

Page 17-39 is amended to state under Selection from the Waiting List,

The PHA will provide a selection preference when required by the regulation (e.g., eligible in-place families, elderly families or units with supportive services, or mobility impaired persons for accessible units). The PHA reserves the right to add additional preferences as new PBV units are developed.

Market District Commons:

Preference will be given to:

Elderly and/or Disabled Family Preference

This preference applies to elderly and/or disabled families. Families must be referred by a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). The definition of ‘disabled’ and “elderly” for this purpose will be included in the MOU/MOA with the qualified entity.

Homeless Veteran Family Preference

This preference applies to homeless veteran families who have been referred from a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). The definition of ‘homeless’ and ‘veteran’ for this purpose will be included in the MOU/MOA with the qualified entity.

Veteran’s Assisted Supportive Housing (VASH) voucher participants

This preference applies to families with an active VASH voucher who are referred to Homes for Good by the local Veteran’s Administration Office.

Families will be selected on a first-come, first-served basis according to the date and time their local preference referral is received by Homes for Good.

Sheldon Village:

Preference will be given to:

Veteran’s Assisted Supportive Housing (VASH) voucher participants

This preference applies to families with an active VASH voucher who are referred to Homes for Good by the local Veteran’s Administration Office.

Families will be selected on a first-come, first-served basis according to the date and time their local preference referral is received by Homes for Good.

Ketanji Court:

Preference will be given to:

Veteran’s Assisted Supportive Housing (VASH) voucher participants

This preference applies to families with an active VASH voucher who are referred to Homes for Good by the local Veteran’s Administration Office.

Homeless Family Preference

This preference applies to homeless families who have been referred from a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). The definition of ‘homeless’ for this purpose will be included in the MOU/MOA with the qualified entity.

Disabled Homeless Family Preference

This preference applies to homeless families who have been referred from a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). The definition of ‘homeless’ and ‘disabled’ for this purpose will be included in the MOU/MOA with the qualified entity.

Families will be selected on a first-come, first-served basis according to the date and time their local preference referral is received by Homes for Good.

Commons on MLK:

Preference will be given to:

Transitional Homeless Family Preference

This preference applies to transitional housing person who are homeless and who are referred from a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). The definition of “homeless” and “transitional” for this purpose will be included in the MOU/MOA with the qualified entity.

Shorepines at Munsel Park:

Preference will be given to:

Veteran’s Assisted Supportive Housing (VASH) voucher participants for one- and three-bedroom units

This preference applies to families with an active VASH voucher who are referred to Homes for Good by the local Veteran’s Administration Office.

Homeless Family Preference for three-bedroom units

This preference applies to homeless families who have been referred from a Homes for Good approved entity (an entity with an active MOU/MOA with Homes for Good). The definition of ‘homeless’ for this purpose will be included in the MOU/MOA with the qualified entity.

Families will be selected on a first-come, first-served basis according to the date and time their local preference referral is received by Homes for Good.

DATED this _____ day of _____, 2023

Chair, Homes for Good Board of Commissioners

Secretary, Homes for Good Board of Commissioners



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 05/31/2023

AGENDA TITLE: In the Matter of Approving the FY23 Public Housing Admissions and Continued Occupancy (ACOP) Update to Include Housing and Urban Development (HUD) Housing Opportunity Through Modernization Act of 2016 (HOTMA) Over-Income Provisions

DEPARTMENT: Supportive Housing Division

CONTACT : Mira Miller

EXT: 682-2588

PRESENTER: Mira Miller

EXT: 682-2588

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 "Mira Miller", is written over a horizontal line.

DATE: 05.23.2023

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



HOMES FOR GOOD MEMORANDUM

REFERENCE DOCUMENT

TO: Homes for Good Board of Commissioners

FROM: Mira Miller, Compliance & Data Analyst

TITLE: In the Matter of Approving the FY23 Public Housing Admissions and Continued Occupancy (ACOP) Update to Include U.S. Housing and Urban Development (HUD) Housing Opportunity Through Modernization Act of 2016 (HOTMA) Over-Income Provisions

DATE: May 31, 2023

MOTION:

It is moved that the Homes for Good Board of Commissioners approve updates to the Public Housing Admissions and Continued Occupancy Policy (ACOP), to require households that have exceeded 120% Area Median Income for two full years begin paying HUD determined fair market rent (FMR) at that time.

DISCUSSION:

A. Issue

Homes for Good must update its Public Housing Admissions and Continued Occupancy Policy (ACOP) to comply with the U.S. Department of Housing and Urban Development (HUD) changes by June 14, 2023. These changes require a Public Housing program to either decide that a family to move out of will move out of Public Housing **or** begin paying HUD determined fair market rent (FMR).

B. Background

The U.S. Department of Housing and Urban Development (HUD) has notified all Public Housing authorities, including Homes for Good, that all over-income requirements for existing residents are effective as of March 16, 2023, and must be fully implemented by June 14, 2023.

Families below 80% of the area median income (AMI) are eligible to move into Public Housing. This new over-income rule by HUD looks at Public Housing households who are over 120% AMI for two full years. See the tables below for current over-income limits.



Family Size	1	2	3	4	5	6	7	8
Over-Income Limit	\$66,960	\$76,440	\$86,040	\$95,520	\$103,200	\$110,880	\$118,560	\$126,120

If household income drops below the over-income limit during those two years, the clock resets and the family will be eligible for another two-year grace period, if they again exceed 120% AMI in household income.

C. Analysis

Of 595 Homes for Good Public Housing households, zero to one household appear to fall at a given time over the 120% Area Median Income (AMI) limit established by the Public Housing over-income rule. This policy update is likely to have a very small impact on Homes for Good’s Public Housing supply but a significant impact at the individual household level, making it more important to opt for the added flexibility of increasing over-income family rent to HUD-determined fair market rent (FMR) vs. removing their housing.

D. Furtherance of the Strategic Equity Plan

This update is a mandatory change to the Public Housing program over-income policy but requires housing authorities to choose between increasing a household’s rent to HUD-determined fair market rent (what you would expect to see in the private market) **or** terminating the residency of that household. During a housing shortage and rent crisis, increasing rent to private market values will promote housing stability through giving that household additional time for a transition to self-sufficiency vs. unhousing a family that may have other barriers to obtaining private market housing even after a two-year notification period.

E. Alternatives & Other Options

If this board order does not pass, the other option to bring the Public Housing program over-income policy into compliance is to terminate residencies of households that exceed the HUD determined over-income limit for two full years. However, this would leave the Public Housing program out of compliance until an alternative board order was passed.



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



Homes. People. Partnerships. Good. www.homesforgood.org

F. Timing & Implementation

This change is to be implemented effective June 1, 2023.

G. Recommendation

It is recommended that the Board of Commissioners pass this board order to bring Public Housing program policy into over-income rule compliance by June 14, 2023, while promoting housing stability for households transitioning into self-sufficiency.

H. Follow Up

No follow up needed.

I. Attachments

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

ORDER 23-31-05-03H

In the Matter of Approving the FY23 Public Housing Admissions and Continued Occupancy (ACOP) Update to Include U.S. Housing and Urban Development (HUD) Housing Opportunity Through Modernization Act of 2016 (HOTMA) Over-Income Provisions

WHEREAS, U.S. Housing and Urban Development (HUD) requires Public Housing Authorities to implement sections 102, 103, and 104 of the Housing Opportunity Through Modernization Act (HOTMA) of 2016 by June 14, 2023.

WHEREAS, U.S. Housing and Urban Development (HUD) requires Public Housing Authorities to implement over-income provisions of either lease termination **or** increasing rent to HUD-determined Fair Market Rent (FMR) for Public Housing households who exceed 120% of Area Median Income for two full years.

WHEREAS, Homes for Good consulted the Resident Advisory Board (RAB) and determined increasing rent to FMR, rather than lease termination, will promote continued housing stability and benefit families who are no longer considered Public Housing program participants to transition into the private housing market.

NOW IT IS THEREFORE ORDERED THAT:

The Admissions and Continued Occupancy Policy (ACOP) for Fiscal Year 2023 shall be revised as follows:

13-II.J. OVER_INCOME FAMILIES [24 CFR 960.507; FR Notice 7/26/18; Notice PIH 2019-11; FR Notice 2/14/23]

In the public housing program, an over-income family is defined as a family whose income exceeds the over-income limit for 24 consecutive months. When this occurs, the PHA must either:

- Terminate the family's tenancy within six months of the PHA's final notification of the end of the 24-month grace period; or*
- Within 60 days of the PHA's final notification of the end of the 24-month grace period or the next lease renewal (whichever is sooner), have the family execute a new lease that is consistent with 24 CFR 960.509 and charge the family a monthly rent that is the higher of the applicable fair market rent (FMR) or the amount of monthly subsidy for the unit, including amounts from the operating and capital funds.*

The PHA must establish a continued occupancy policy for over-income families in the ACOP indicating which of the above will occur.

PHA Policy

For families whose income exceeds the over-income limit for 24 consecutive months, the PHA will not terminate the family's tenancy and will charge the family the alternative non-public housing rent, as well as require the family to sign a new non-public housing lease in accordance with the continued occupancy policies below.

Over-Income Limit [Notice PIH 2019-11]

The PHA must publish over-income limits in their ACOP and update them no later than 60 days after HUD publishes new income limits each year. The over-income limit is calculated by multiplying the very low-income limit (VLI) by 2.4, as adjusted for family size.

PHA Policy

The PHA will rely on the following over-income limits. These numbers will be updated within 60 days of HUD publishing new income limits each year and will be effective for all annual and interim reexaminations once these policies have been adopted.

Family Size	1	2	3	4	5	6	7	8
Over-Income Limit	\$66,960	\$76,440	\$86,040	\$95,520	\$103,200	\$110,880	\$118,560	\$126,120

For families larger than eight persons, the over-income limit will be calculated by multiplying the applicable very low-income limit by 2.4.

Decreases in Income [24 CFR 960.507(c)(4)]

If, at any time during the consecutive 24-month period following the initial over-income determination, the PHA determines that the family's income is below the over-income limit, the PHA's over-income policies no longer apply to the family. If the PHA later determines that the family's income exceeds the over-income limit at a subsequent annual or interim reexamination, the family is entitled to a new 24 consecutive month period and new notices under this section.

PHA Policy

If, at any time during the 24-month period following the initial over-income determination, an over-income family experiences a decrease in income, the family may request an interim redetermination of rent in accordance with PHA policy in Chapter 9.

If, as a result, the previously over-income family is now below the over-income limit, the family is no longer subject to over-income provisions as of the effective date of the recertification. The PHA will notify the family in writing within 10 business days of the determination that over-income policies no longer apply to them.

Initial Notice of Over-Income Status [24 CFR 960.507(c)(1)]

If the PHA determines the family has exceeded the over-income limit during an annual or interim reexamination, the PHA must provide written notice to the family of the over-income determination no later than 30 days after the income examination. The notice must state that the family has exceeded the over-income limit and continuing to do so for a total of 24 consecutive months will result in the PHA following its continued occupancy

policy for over-income families. The PHA must afford the family an opportunity for a hearing if the family disputes within a reasonable time the PHA's determination that the family has exceeded the over-income limit.

PHA Policy

At annual or interim reexamination, if a family's income exceeds the applicable over-income limit, within 10 business days the PHA will notify the family in writing of the determination and that if the family continues to be over-income for 24 consecutive months, the family will be subject to the PHA's over-income policies. The notice will state that the family may request a hearing if the family disputes the PHA's determination in accordance with PHA policies in Chapter 14.

Second Notice of Over-Income Status [24 CFR 960.507(c)(2)]

The PHA must conduct an income examination 12 months after the initial over-income determination, unless the PHA determined the family's income fell below the over-income limit since the initial over-income determination. If the PHA determines the family continues to exceed the over-income limit for 12 consecutive months, the PHA must provide written notification of this 12-month over-income determination no later than 30 days after the income examination. The notice must state that the family has exceeded the over-income limit for 12 consecutive months and continuing to do so for a total of 24 consecutive months will result in the PHA following its continued occupancy policy for over-income families. Additionally, if applicable under PHA policy, the notice must include an estimate (based on current data) of the alternative non-public housing rent for the family's unit. The PHA must afford the family an opportunity for a hearing if the family disputes within a reasonable time the PHA's determination that the family has exceeded the over-income limit.

PHA Policy

If a family's income exceeds the applicable over-income limit after 12 consecutive months, within 10 business days, the PHA will notify the family in writing of the determination and that if the family continues to be over-income for 24 consecutive months, the family will be subject to the PHA's over-income policies. The notice will provide an estimate of the alternative non-public housing rent applicable to the family at the close of the 24 consecutive month period. The notice will also state that the family may request a hearing if the family disputes the PHA's determination in accordance with PHA policies in Chapter 14.

Final Notice of Over-Income Status [24 CFR 960.507(c)(3) and 960.509]

Unless the PHA determined the family's income fell below the over-income limit since the second over-income determination, the PHA must conduct an income examination 24 months after the initial over income determination. If the family continues to be over-income based on this determination, the PHA must provide written notification of this determination no later than 30 days after the income examination. The notice must state that the family has exceeded the over-income limit for 24 consecutive months and that the PHA will follow its continued occupancy policies for over-income families. The PHA must afford the family an opportunity for a hearing if the family disputes within a reasonable time the PHA's determination that the family has exceeded the over-income limit.

PHA Policy

If a family's income exceeds the applicable over-income limit for 24 consecutive months, the PHA will notify the family in writing of the determination within 10 business days of the date of the determination. The notice will state that the family will be charged the alternative non-public housing rent in accordance with PHA continued occupancy policies and HUD regulations and provide the family's new rent amount.

The notice will also include a new non-public housing lease and inform the family that the lease must be executed by the family and the PHA no later than 60 days from the date of the notice or at the next lease renewal, whichever is sooner. The family will continue to be a public housing program participant until the family executes the new non-public housing lease. The notice will also state that failure to execute the lease within this time period stated in the notice will result in termination of tenancy no more than six months after the date of the notice. The PHA will permit an over-income family to execute a lease beyond this time period, but before termination of tenancy, if the over-income family pays the PHA the total difference between the alternative non-public housing rent and their public housing rent dating back to the point in time that the over-income family was required to execute the new lease.

Once the family signs the new non-public housing lease, the family will no longer be a public housing participant family. The family will no longer be subject to income examinations, are precluded from participating in the resident council, and cannot participate in any programs that are only for public housing or low-income families.

The non-public housing over-income lease will contain all required provisions listed at 24 CFR 960.509. The initial term of the lease will be for one year. Upon expiration of the initial lease term, the lease will not renew automatically, and subsequent leases will state renewal terms. At any time, the PHA may terminate tenancy in accordance with 24 CFR 960.509(b)(11) and in accordance with state and local law.

Upon execution of the lease, the tenant will be required pay the amount of monthly tenant rent (known as the alternative non-public housing rent) determined by the PHA in accordance with HUD regulations. The PHA will comply with state and local law in giving the tenant written notice stating any changes in the amount of tenant rent. Charges assessed under the lease will be due in accordance with state and local law.

Glossary

<i>Page GL-4</i>	<i>Alternative non-public housing rent. A monthly rent equal to the greater of:</i> <ul style="list-style-type: none">- <i>The applicable fair market rent, as defined in 24 CFR part 888, subpart A, for the unit; or</i>- <i>The amount of the monthly subsidy provided for the unit, which will be determined by adding the per unit assistance provided to a public housing property as calculated through the applicable formulas for the Public Housing Capital Fund and Public Housing Operating Fund.</i>
------------------	--

<i>Page GL-12</i>	<i>Non-public housing over-income family. A family whose income exceeds the over-income limit for 24 consecutive months and is paying the alternative non-public housing rent.</i>
<i>Page GL-12</i>	<i>Over-income family. A family whose income exceeds the over-income limit.</i>
<i>Page GL-12</i>	<i>Over-income limit. The over-income limit is determined by multiplying the applicable income limit for a very low-income family, as defined in 24 CFR 5.603(b), by a factor of 2.4.</i>

DATED this _____ day of _____, 2023

Chair, Homes for Good Board of Commissioners

Secretary, Homes for Good Board of Commissioners



BOARD OF COMMISSIONERS AGENDA ITEM

BOARD MEETING DATE: 05/31/2023

AGENDA TITLE:In the Matter of Approving Contract 23-C-0023 (Construction Management/General Contractor Services) for the Lazy Days Mobile Home Park rebuild at 52511 McKenzie River Highway near Blue River, Oregon.

DEPARTMENT: Real Estate Development Division

CONTACT : Steve Ochs

EXT: 682-2521

PRESENTER: Steve Ochs

EXT: 682-2521

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 "S. Ochs", is written over a horizontal line.

DATE: 05.23.2023

LEGAL STAFF :

DATE:

MANAGEMENT STAFF:

DATE:



HOMES FOR GOOD MEMORANDUM

TO: Homes for Good Board of Commissioners
FROM: Steve Ochs, Real Estate Development Director
TITLE: In the Matter of Approving Contract 23-C-0023 (Construction Management/General Contractor Services) for the Lazy Days Mobile Home Park rebuild at 52511 McKenzie River near Blue River, Oregon.
DATE: May 31, 2023

MOTION:

It is moved that the Agency is authorized to award contract 23-C-0023 (Construction Management/General Contractor Services) to Meili Construction for the Lazy Days Mobile Home Park rebuild at 52511 McKenzie River Highway near Blue River, Oregon.

DISCUSSION:

A. Issue

Homes for Good Housing Agency is rebuilding the Lazy Days Mobile Home Park which was destroyed in the 2020 Holiday Farm Fire. This rebuild will include 30 homes, providing affordable housing and homeownership and rental opportunities. There will be 20 sites for modular/manufactured homes, 10 sites for smaller "Park Model" RVs, and a 1,400-square-foot community building containing a maintenance area, offices, laundry, and restroom. Additionally, there will be a play area, landscaping and new utilities including a community well and septic system. Construction work will be commencing on this development shortly, necessitating the contract to be executed.

B. Background

Lazy Days Mobile Home and RV Park is an 8-acre site located on the north side of McKenzie River Hwy at 52511 McKenzie River Hwy about 1.5 miles east of the unincorporated town of Blue River. The park was completely burned in the Holiday Farm fire that started just to the east of the park in September of 2020. In December of 2021 Homes for Good purchased the site and has been working since that time to design the site to begin construction.

Homes for Good intends to rebuild the site in a similar configuration to include 20 Modular Homes, spaces for Park Model RVs, and a Community Building. The community building will include a community area, offices, and a laundry facility. All utility infrastructure in the park was destroyed including the water, septic and electrical system and will all be rebuilt. Once the site work is complete, 20 modular homes will be placed



on the site and to provide affordable homeownership opportunities for people displaced by the fire. 10 Park Model RVs will be placed on the site and be used as rentals. (See Exhibit A: Site Plan) Homes for Good will manage the site and charge a modest space rent for the modulars and rent for the Park Model RVs. The estimated cost of construction is approximately \$7 million which does not include the cost of the modular homes which Oregon Housing and Community Services has purchased and will be placed on the site.

In February of 2022 the board directed the use of the CM/GC Alternative Contracting Method (Order 22-23-02-01H) and Homes for Good Housing Agency subsequently issued a Request for Proposals (RFP) for Construction Management/General Contracting Services for the rebuild of the Lazy Days Mobile Home Park. Two contractors (Meili Construction and Chambers Construction) submitted responses to the RFP.

Proposals were evaluated based on the following criteria, which was published in the RFP:

- CM/GC Team – overall experience, expertise and qualifications of Company/Firm as related to the services described in this RFP.
- Relevant Experience – experience and record of performance with similar housing projects.
- Diversity, Equity and Inclusion (DEI) – commitment to engaging diverse populations particularly those facing disparities. Maximum score will be given to firm's that have formally adopted Diversity, Equity and Inclusion strategies and MWESB strategies.
- Proposed Fee and Costs – Preconstruction Services Fee, CM/GC Fee, General Conditions, and Bond Cost.
- Project Approach – use of best management practices as related to administration of the proposed project.
- Local Knowledge – ability to show experience and knowledge about the conditions in Lane County, work with local subcontractors as well as local codes and regulations specific to the area and the specific project site.
- Firm Capacity – capacity to perform the work in the desired timeline.

Meili Construction was selected by the five-person evaluation committee based on the highest average score through the evaluation process (See Exhibit B: CM/GC RFP Composite Scoring). Key factors that lead to the decision of selecting Meili included:

- Recent experience in rebuilding a mobile home park with BDA Architecture (which is the project architect for this project).
- Lower fee proposal

Board approval is now requested to execute the contract for Construction Management/General Contractor Services with Meili Construction to rebuild the Lazy Days Mobile Home Park.



C. Analysis

The proposed Agreement will be similar to prior CM/GC contracts at The Nel, The Commons on MLK, and Market District Commons. It will:

1. Require a "Guaranteed Maximum Price" for the construction costs.
2. Provide for a fixed fee for the CM/GC (3.95%) of the Guaranteed Maximum Price.
3. Spell out the bidding process that must be followed in the selection of the sub-contractors.

D. Furtherance of the Strategic Equity Plan

The rebuild of Lazy 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.
- Provide self-sufficiency and homeownership opportunities for low-income Lane County residents that lost homes.

E. Alternatives & Other Options

If this board order is not approved start of construction at Lazy Days would be delayed until an alternative action is taken.

F. Timing & Implementation

Once the board order is passed the contract with Meili will be executed. Construction is scheduled to begin in early June and last approximately a year in total.

G. Recommendation

It is recommended that the Board of Commissioners authorize Homes for Good to award contract 23-C-0023 (Construction Management/General Contractor Services) to Meili Construction for the Lazy Days Mobile Home Park rebuild at 52511 McKenzie River Highway near Blue River, Oregon.

H. Follow Up

No other board action is required to facilitate construction of Lazy Days Mobile Home Park, but regular updates will be provided to the board.

I. Attachments

- Exhibit A: Site Plan
- Exhibit B: CMGC RFP Composite Scoring



**DOUGHERTY
LANDSCAPE
ARCHITECTS**

474 Willamette Street
Suite 305
Eugene, Oregon 97401

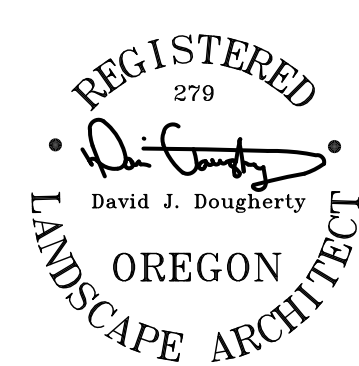
P 541.683.5803
F 541.683.8183

www.DLAdesign.com

BDA
Architecture and Planning, PC

bdarch.net
541.683.8661

1369 Olive Street
Eugene, OR 97401



BDA ARCHITECTURE AND PLANNING EXPRESSLY
RESERVES ITS COMMON LAW COPYRIGHT AND OTHER
PROPERTY RIGHTS IN THESE PLANS. THESE PLANS
ARE NOT TO BE REPRODUCED, CHANGED, OR COPIED
IN ANY FORM OR MANNER WITHOUT THE WRITTEN
CONSENT OF BDA ARCHITECTURE AND PLANNING. IN
THE EVENT OF UNAUTHORIZED REUSE OF THESE
PLANS BY A THIRD PARTY, THE THIRD PARTY SHALL
HOLD BDA ARCHITECTURE AND PLANNING HARMLESS.

Revision Summary

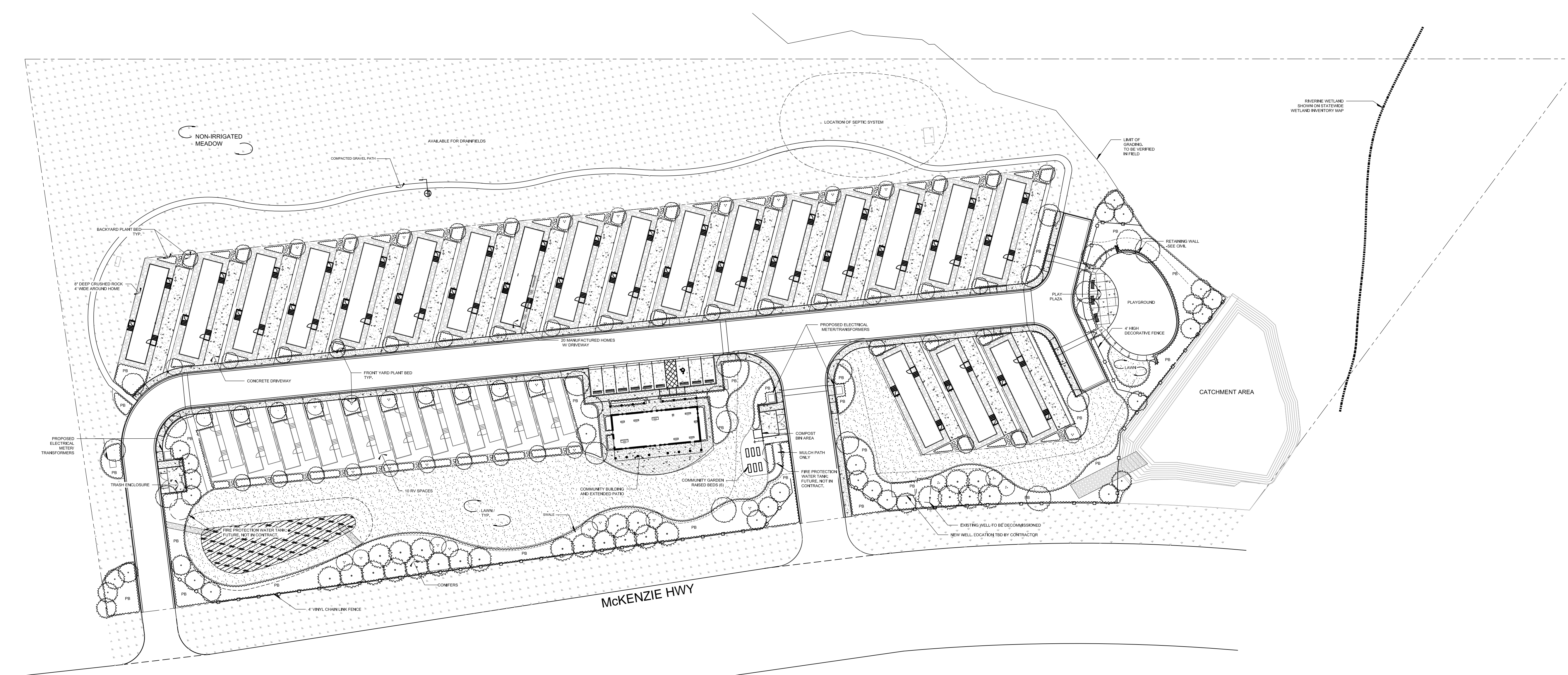
Revision Number	Revision Date

**LAZY DAYS
MANUFACTURED HOME PARK**
RECONSTRUCTION
52511 MCKENZIE HWY
BLUE RIVER, OREGON 97413
HOMES FOR GOOD

LANDSCAPE PLAN

date 04/21/2023
file
d.b. EH

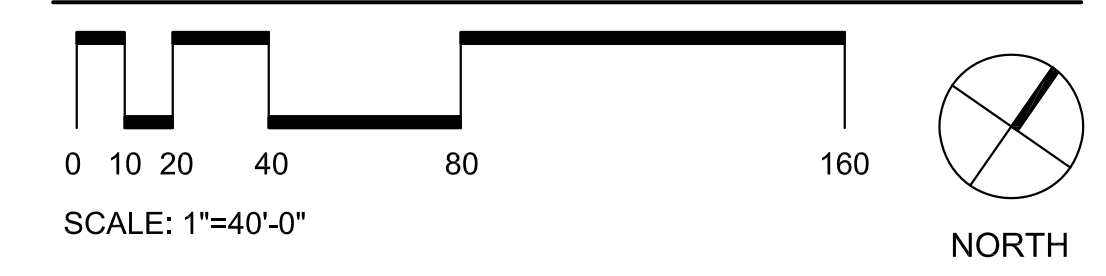
LA-1



LANDSCAPE LEGEND

- DECIDUOUS TREE
- CONIFEROUS TREE
- IRRIGATED LAWN
- NON-IRRIGATED MEADOW MIX
-SEE SPECIFICATIONS
- SHRUBS
- BENCH (6' LENGTH)
-SEE SPECIFICATIONS
- STORMWATER SEED MIX
-SEE ALSO CIVIL

**OVERALL
LANDSCAPE PLAN**



Lazy Days CMGC RFP Composite Scoring Data

Scores Recorded 03/29/2022

#1	Meili	Chambers
CM/GC Team (20)	19	19
Relevant Experience (20)	20	17
DEI Strategies (15)	13	12
Proposed Fees and Costs (15)	15	14
Project Approach (10)	10	9
Local Knowledge (10)	8	10
Firm Capacity (10)	10	10
Total	95	91

#2	Meili	Chambers
CM/GC Team (20)	17	18
Relevant Experience (20)	19	17
DEI Strategies (15)	13	14
Proposed Fees and Costs (15)	14	13
Project Approach (10)	10	8
Local Knowledge (10)	9	10
Firm Capacity (10)	10	9
Total	92	89

#3	Meili	Chambers
CM/GC Team (20)	18	19
Relevant Experience (20)	20	18
DEI Strategies (15)	15	14
Proposed Fees and Costs (15)	15	13
Project Approach (10)	10	9
Local Knowledge (10)	9	9
Firm Capacity (10)	10	10
Total	97	92

#4	Meili	Chambers
CM/GC Team (20)	20	19
Relevant Experience (20)	20	17
DEI Strategies (15)	13	12
Proposed Fees and Costs (15)	15	14
Project Approach (10)	10	8
Local Knowledge (10)	9	9
Firm Capacity (10)	10	10
Total	97	89

#5	Meili	Chambers
CM/GC Team (20)	20	18
Relevant Experience (20)	20	18
DEI Strategies (15)	13	14
Proposed Fees and Costs (15)	15	13
Project Approach (10)	10	8
Local Knowledge (10)	9	10
Firm Capacity (10)	10	9
Total	97	90

Composite Totals	
<i>Meili</i>	<i>Chambers</i>
478	451

Composite Averages	
<i>Meili</i>	<i>Chambers</i>
95.6	90.2

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

ORDER 23-31-05-04H

In the Matter of Approving Contract
23-C-0023 (Construction
Management/General Contractor Services) for
the Lazy Days Mobile Home Park rebuild at
52511 McKenzie River near Blue River,
Oregon.

WHEREAS, Homes for Good Housing Agency is assisting in recovery efforts for the McKenzie River community that was impacted by the 2020 Holiday Farm Fire;

WHEREAS, Homes for Good Housing Agency has purchased the Lazy Days Mobile Home Park that was destroyed in the Holiday Farm Fire;

WHEREAS, Homes for Good Housing Agency is working to rebuild the Park and provide affordable housing ownership and rental opportunities;

WHEREAS, Homes for Good Housing Agency has the need for Construction Management/General Contractor Services in order to carry out the rebuild of Lazy Days Mobile Home Park;

WHEREAS, Homes for Good Housing Agency conducted a Request For Proposals process to select Construction Management/General Contractor Services for the rebuild;

WHEREAS, Homes for Good Housing Agency determined that the Meili Construction proposal for Construction Management/General Contractor Services scored the highest during the Request for Proposal process.

NOW IT IS THEREFORE ORDERED THAT:

The Executive Director or Designee is authorized to enter into a Construction Management/General Contractor Services Contract with Meili Construction for the Lazy Days Mobile Home Park rebuild at 52511 McKenzie River near Blue River, Oregon.

DATED this _____ day of _____, 2023

Chair, Homes for Good Board of Commissioners

Secretary, Homes for Good Board of Commissioners