



MEETING MINUTES

HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY

March 24, 2022- 9:00 a.m.

Virtual Meeting Via Zoom

<u>COMMITTEE MEMBERS PRESENT</u>	<u>STAFF PRESENT</u>
Alma Flores	Komi Kalevor
Renee Brouse	Jacob Boyett
Eric Schmidt	Melissa Sonsalla
Narendar Sahgal	Will Seals
Dave Bachman	Ling Huang-Dressel
Sid Scott	Shannon Wilson
Sheila Greenlaw-Fink	Liz Morris
Ballen Younis	Jes Larson
	Josh Crites
<u>ABSENT</u>	
Cindi Otis	
Katherine Galian	<u>GUESTS</u>
Melinda Bell	Carine Arendes
Vince Chiotti	Gena Briggs
<u>HABOD MEMBERS PRESENT</u>	

I. ROLL CALL – 9:02 a.m. A quorum was present.

II. DISCUSSION – ORAL COMMUNICATIONS and MEMBER UPDATES

Eric Schmidt announced, the League of Women Voters and Washington County Public Affairs candidates forum is scheduled for tonight (March 24th) at 6:30 pm. The featured candidates will be Washington County District Attorney and Washington County Board of Commissioners Chair. The forum will be broadcast live on TVCTV channel 30 and on tvctv.org.

Dave Bachman reported Cascade Management is relocating tenants during the rehabilitation of the county's AHP4 portfolio. He noted their office is back to pre-pandemic stages with maintenance staff implementing enhanced safety protocols. They are conducting a study to assess current trends focusing on tenants voluntarily leaving housing or if they have been forced to leave.



Sid Scott noted his firm, Scott Edwards Architecture has seen increased activity in terms of new construction including several affordable housing projects. Construction costs continue to escalate with a projected 10 percent increase in the coming year. With these increases they have had to become more creative to cover these funding gaps.

Renee Brouse stated the City of Sherwood is working on housing design to meet HB 2001 bill requirements for middle housing. She has met with leaders in other jurisdictions to discuss ways to provide more affordable housing. The Sherwood Chamber of Commerce is engaging in workforce development to identify ways to help the labor force increase the number of people applying for jobs. She announced Sherwood's annual Cruisin' will take place on June 18 this year.

Sheila Greenlaw-Fink was excited to hear the Portland Habitat for Humanity chapter received an 8.5-million-dollar donation. She hoped that West Tuality would be able to garner some of Washington County's (ARPA or HPOF) funds so that they also could increase delivery of homes. She welcomed Carine Arendes to the HAC Board. She has noticed a trend in the reduction of affordable housing projects from Washington County sponsors to OHCS in current funding rounds, and is looking to collaborate on how to keep the momentum of sustaining affordability in housing in Washington County.

Alma Flores noted there will be two new HAC members, Carine Arendes and Gena Briggs, who will officially be joining in April. She explained, REACH CDC is currently working on The Mary Ann in downtown Beaverton. Also, the Plaza Los Amigos in Cornelius is scheduled to close on June 2 and Elmonica Station in Beaverton is set to close by the end of the year.

Ballen Younis announced this will be his last meeting serving on the HAC Board.

III. ACTION – APPROVAL OF MINUTES @ 9:15 a.m.

The committee voted to approve minutes from February 24, 2022 meeting.

Motion: Renee Brouse

Second: Sid Scott

Vote: All approved

IV. EXECUTIVE DIRECTOR'S REPORT

Presented by Komi Kalevor, Executive Director. Washington County is moving towards a "new normal" and will be working onsite again. However, the Housing Authority is scheduled to move into Adams Crossing in May but have already outgrown this space. They are working on a solution to address the shortage of 22 workspaces. The PHA plan and the Move to Work (MTW) work is quickly moving forward. The main focus for the Housing Authority is the portfolio rehabilitation. This is a 47 million dollar rehab with a 112 million dollar transaction encompassing five projects with funds set aside for relocation costs. In regards to the AHP4, they will be paying down the county's full faith in credit bonds. The initial bond amount was 29 million which was reduced to 24 million three years ago. This upcoming payment will reduce the bond by half. Closing is projected to take place in May due to a delay related to the appraisal of land value of the properties.



V. SPECIAL RECOGNITION

Ballen Younis and Vince Chiotti were given special recognition for their service on the HAC Board.

Komi Kalevor announced the upcoming volunteer appreciation event on April 20, 2022 at the Washington Street Conference Center from 5:30 to 7:30 pm.

VI. RESOLUTIONS / ACTION ITEMS

A. 2022-23 Annual PHA Plan & MTW Supplement – Melissa Sonsalla and Josh Crites

Melissa explained today's action item is to solicit feedback from the HAC Board on the PHA Plan and MTW Supplement. These documents will be presented to the Housing Authority Board of Directors on April 5, 2022. The annual PHA provides updates of revised elements of the 2020 Five-Year plan. The new activities that will be added to the plan this year are the Section 18 disposition, additional project based vouchers, and the Moving to Work activities. The MTW activities include the following:

1. Tiered Rent program to determine tenant rent which is reviewed triennially. This is a six year pilot program with a limited number of residents to see if it will remove disincentives of pursuing higher wage jobs. A research company will be providing analysis to see if there are larger increases in income over that period of time.
2. Simplified Rent Calculation – changing how assets are factored in; medical expense and deduction calculations, phasing out earned income disallowance (EID) program, and changing the proration for mixed eligibility households.
3. Triennial reviews for seniors and those with disabilities instead of annually as their incomes are generally fixed with little fluctuation.
4. Changes to HQS Inspection processes providing more efficiency and cost savings.
5. Local Project Based Voucher program will increase the cap for the program and specific projects to place more of these vouchers in the community. Third party certifications will be removed for rent reasonableness if the property is owned by the county. Tenant preference will switch from project based vouchers to a tenant based voucher at 12 months asking individuals for a reason for that accommodation. Changing the process for placing project based vouchers in county owned buildings.
6. Voucher Set Aside program will set aside Housing Choice vouchers specifically for partners they are working with when partners provide services to targeted vulnerable households. The first project will be to house homeless families in the Beaverton School District which has the highest number of homeless students in the state. Expansion of this program to include other areas will be considered in the future.
7. The Strategic Waitlist allows the Housing Authority to use different strategies dependent on situations to get households efficiently and effectively into housing.

These MTW activities have been vetted through an extensive public process. It has been presented to the HAC Committee, the Housing Authority Board of Directors, and posted to the website. A presentation will be given to the Resident Advisory Board next week. There were also four virtual public meetings for community partners, residents, and participants. The public hearing with the Housing Authority Board of Directors will take place April 5 prior to submitting to HUD.



To provide further feedback contact, Melissa Sonsalla at Melissa_Sonsalla@co.washington.or.us or Washington County's MTW email address at MTW_WashingtonCounty@co.washington.or.us before April 1st.

It was suggested that individuals in the Tiered Rent program who secure higher wage jobs have an account set aside to place the extra earnings as it is not guaranteed their extra income will be saved as intended.

VII. ONGOING BUSINESS

None.

VIII. NEW BUSINESS

A. Land Use & ADU's Discussion – Liz Morris, Shannon Wilson, Will Seals

Liz reported that Land Use and Transportation stated, the Community Development Code (CDC) was updated in 2019 to make ADU development more accessible. Several barriers were removed for ADUs including off street parking, setbacks, maximum height, and allowing two ADUs per parcel. Upon staff review, currently, ADUs are not a viable option to add to the Housing Authority portfolio due to rising construction costs, HUD limitations, and logistics of adding them to areas in the county. There is still a system development charge (SDC) for ADUs which may be a cost barrier for individuals to build. Hacienda CDC recently received a grant from the state to build affordable ADUs as a model to be used statewide.

Sheila Greenlaw-Fink mentioned an Eco Northwest study which concluded that increased incentives like SDC payment or deferrals are needed to increase affordable housing. She inquired if the Housing Authority had land available that is not being utilized that could be used in partnership with other organizations to build additional affordable housing units. Staff stated the county continually monitors available properties to be used in this way.

Josh stated, once the construction of the Metro Affordable Housing bond projects slow down they will be revisiting the idea of adding ADUs to the portfolio.

Liz commented that the rental assistance side is able to utilize ADUs with vouchers and other subsidies. The changes to the CDC may encourage landlords to build ADUs on their properties but there is a restriction in place regarding subsidies with ADUs where landlords are restricted from renting to relatives.

An inquiry was made to see if the county can apply for the construction excise tax for affordable housing in order to waive or exempt SDC taxes for a project. Staff commented that the construction excise tax is managed directly by the cities and by Land Use and Transportation in unincorporated Washington County.



IX. DEPARTMENT UPDATES

A. Rental Assistance – Liz Morris

Liz stated the Rental Assistance Division (RAD) works with all HUD programs, some of the CFC programs, and regional long term rental assistance. Last October the department moved to a teams model divided into three divisions. Currently 25 team members work within eight programs serving 3,677 households (5,952 people) with a current 90% utilization. Also, there are 53 households participating in the Family Self Sufficiency (FSS) program with 41 of those utilizing housing choice vouchers. The following are five HUD funded programs highlighting the annual contributions contract (ACC), Per unit cost (PUC), and Housing assistance payment (HAP) per month:

Housing Choice Voucher (Section 8 and project based); ACC 2,766 households; PUC: \$905.54; HAP: \$2,450,393.

Veteran Affairs Supportive Housing (VASH); ACC 197 with an additional 50 vouchers awarded this year; PUC: \$1,003; HAP: \$197,591.

Foster Youth Initiative (FYI) serves those aging out of the foster care system; ACC of 7 with a total of 20 to be utilized; PUC: \$658.65; HAP: \$4,610.

Mainstream Vouchers serves non-elderly disabled; ACC 178; PUC: \$900.76; HAP: \$160,336.

Emergency Housing Vouchers (EHV); ACC 89; PUC: \$932.27; HAP: \$246,308. The vouchers in this program that were awarded in May 2021 were all issued as of December 2021 with all but 14 leased up as of March 2022.

The Regional Long Term Rental Assistance works with the SHS program, the Continuum of Care homeless services, and the Shelter Plus Care. This support includes administering subsidies, eligibility reviews, recertifications, inspections, and communicating with participants. The Family Self Sufficiency program includes Housing Choice voucher or Public Housing participants who commit to the five year program. They set financial goals and income earned beyond a baseline amount is set aside into an escrow account which can be used at the end of the program in a variety of ways. Recently a participant graduating the program saving \$22,000 that will be used toward purchasing a home all while paying off her debt and doubling her income.

The Rental Assistance Program will include a project based waitlist opening at The Valfre at Avenida 26 in April. There are also 100 project based vouchers at four different properties. The implementation of the MTW program will streamline processes by way of the Tiered Rent Study, triennial reviews, improved inspection process, and the PBV waitlist optimization. There is now an online portal for recertifications and interims and additional staff positions to assist in the program growth. The department will also be revising procedures to include areas that have not been formalized and update forms as needed to ensure proper training for current and new staff coming on board.

B. Public Housing – Will Seals

The renovation work on the AHP4 Properties will use low income housing tax credits. In April 2021, residents were notified of the renovations. The relocation team has held 11 resident relocation meetings offering translation services. FAQ letters were distributed to residents based on questions raised during those meetings and a community bulletin board has been set up at each of the locations keeping residents up to date on the progress of the renovations. Meetings have been held with



individual households to discuss the renovation and relocation and a website has been developed to provide ongoing updates. The rehabilitation affects five properties and 332 residents with direct construction costs totaling 47 million. Residents will first go through a preliminary income certification that will identify them as qualified or over qualified (over income). Qualified households will then meet with a relocation specialist, given a formal notice, and then given relocation assistance. Qualified residents can choose to relocate into a vacant unit within the property, choose offsite living, or stay with family and friends. Residents will have all their temporary housing and relocation costs covered. They will receive a notice 60 days prior to their vacate date as well as an additional 30 day notice. For households who are over qualified, the uniform relocation act formula will be used to determine the replacement housing cost payments. This takes the difference between their current rent and market rent of a similar sized unit and factors that amount by 42 months. This will be paid out over a three month period in which residents can use to assist in their rent payment or use it for a down payment toward a home. The relocation team continues to reach out to residents to communicate on updates.

C. Additional Department Updates

None.

X. ADDITIONAL TOPICS

None.

XI. ADJOURNMENT

Meeting adjourned at 10:23a.m.

Komi Kalevor
Secretary/Executive Director