

# **H**OUSING **A**DVISORY **C**OMMITTEE



**RESCHEDULED MEETING**

**Monday June 6, 1 p.m.**

**Housing Authority of  
Washington County  
Department of Housing Services  
111 NE Lincoln Street, Suite 200-L  
Hillsboro, Oregon 97124**



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Next Meeting:

June 23, 2011

Department of Housing Services, Conference Room  
111 NE Lincoln Street, Suite 200-L  
Hillsboro, Oregon 97124

| 2011 Meeting Schedule          |
|--------------------------------|
| June 23                        |
| July 28                        |
| August 25                      |
| September 22                   |
| Friday, September 23 - Retreat |
| October 27                     |
| November 17                    |
| Friday, December 2 - Luncheon  |



**HOUSING ADVISORY COMMITTEE**  
Department of Housing Services  
June 8, 2011 at 1:00 P.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
  - A. March 24, 2011 Meeting Minutes
  - B. April 28, 2011 Meeting Minutes
- III. DISCUSSION - ORAL COMMUNICATIONS and MEMBER UPDATES**
- IV. ACCEPT - REPORT OF SECRETARY**
  - A. Financial Statement: Year-to-Date Income Statements
  - B. Section 8 and Low Rent Public Housing
  - C. Affordable Housing
  - D. Special Projects
  - E. Report on Homelessness
- V. OLD BUSINESS**
- VI. NEW BUSINESS**
- VII. ADJOURNMENT**



**MINUTES**  
**HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY**  
**April 28, 2011, 9:00 AM**

Washington County Department of Housing Services – Juvenile Services Building  
111 NE Lincoln Street, Suite 200-L, Hillsboro, OR 97124 – Housing Conference Room

**COMMITTEE MEMBERS PRESENT**

Ramsay Weit                      David Nase  
Laurie Butler  
Ron Lehr  
Donna Pottle

**COMMITTEE MEMBERS ABSENT**

Carol Gakin                      Renee Bruce  
Juliet Parrott                      Peter Hainley

**STAFF PRESENT**

Val Valfre, Executive Director  
Kimberly Armstrong, Management Analyst  
Michael O'Neill, Finance Manager  
Gary Calvert, Asset Manager  
Annette Evans, Homeless Programs Coordinator

Vice-Chair Butler called the meeting to order at 9:02 a.m.

**I. ROLL CALL** - A quorum was not present.

**II. ACTION - APPROVAL OF MINUTES**

Minutes from March 24 will need to be approved at the May HAC meeting, as there was not a quorum present.

**III. DISCUSSION - ORAL COMMUNICATIONS**

- Donna Pottle announced that she is in the process of moving out of her public housing unit. She may be interested in remaining on the HAC—if so, it may be possible to change her appointment to the Elderly/Minority representative and have Ms. Gakin fill the Public Housing recipient position.
- The FY2012 PHA Plan public hearing took place on April 5. The FY2012 PHA Plan was approved by the Housing Authority Board of Directors. The plan includes the new medical marijuana policy and approval to convert an additional 100 vouchers to project-based. Conversion would be tied to serving high-priority populations.
- There will be five Continuum of Care approvals at the May 3 Board of Commissioners meeting, including Shelter Plus Care and transitional housing grant renewals.
- The CoC grant renewal for Luke-Dorf will be approved at the May 17 Board meeting.



- Val Valfre and Annette Evans recently toured the Sequoia Mental Health facility that is currently under construction. The clinic is located in the Aloha area (near Aloha High School on 185<sup>th</sup>), and will include adjacent affordable housing units in addition to the medical facility. The clinic is funded with a 2009 Congressional appropriation, and the housing is funded through the HUD Section 811 program.
- Ron Lehr reported that the Tax Credit market appears to be picking up. He also stated that vacancy rates are going down, although lending is still very difficult and there are very few units being built. This will be good for rental owners, but may drive market rents up and make it more difficult for households to find affordable housing on the open market.
- The Knoll in Tigard held its grand opening, including a tour, on April 21. This project includes affordable housing for seniors and veterans.
- Laurie Butler stated that the National Home Builders Association does not expect to see a significant increase in activity until 2013.

#### IV. REPORT OF SECRETARY

##### A. Financial Statement

Mr. O'Neill presented the financial report.

The affordable housing cash flow is adequate to meet debt service requirements, and should continue to do so in the near future.

HUD has changed the scoring structure for PHAS, and only looks at the funding levels for the public housing program for scoring purposes. Previously, HUD considered restricted and unrestricted assets for the entire Housing Authority—this change benefits Washington County and will keep HAWC as a high-performing agency.

Section 8 and Public Housing rental assistance programs were fully funded in FY2011. However, the Section 8 Administrative funding was reduced significantly (reduced from 92% to 78%). This will reduce administrative funding per leased-up voucher from \$55 to \$47 per month. If the Housing Authority reduces case management staff levels, it will be extremely difficult to keep the voucher utilization near 100%-- and reduced voucher utilization would further reduce administrative funding.

The Housing Authority has sufficient local fund reserves to offset these cuts for a short time (1-2 years). The Housing Authority will need to consider how to manage these cuts longer-term, especially if administrative funding is not restored in FY2012. There may also be cuts to Public Housing unrestricted net assets in FY2012.



#### B. Section 8 and Low Rent Public Housing

- The narrative has been revised to reflect increased wait time (at least 3-4 years). The wait list is still very long, and DHS is working to utilize all available vouchers. Screening applicants from the waitlist to increase voucher utilization is very time-consuming and occupies a large number of staff hours.
- Average vacancy days per unit is 16.96.
- Occupancy rates remain high in public housing and for Section 8 vouchers.

#### C. Affordable Housing

- Occupancy rates also remain high in affordable housing. Aloha Park is now officially owned by the Housing Authority and its 80 units are included in the total affordable housing units.

#### D. Special Projects

- Project-Based Vouchers

The Knoll in Tigard has opened, and is allocated twelve (12) project-based vouchers.

At this time 38 vouchers allocated for the chronically homeless category remain outstanding. Staff continues to seek opportunities to allocate these vouchers. There is one possible project being discussed with a new housing partner. The Housing Authority has the option to convert up to another 100 voucher to project-based beginning in FY2012.

#### E. Report on Homelessness

- Point In Time (PIT) Homeless Count

The State will adopt and release Homeless Count data shortly. Ms. Evans provided a handout with some analysis of demographic trends in Washington County's homeless population based on the 2011 count.

There was a slight decrease in total homeless numbers in 2011 as a result of the single point-of-entry system implemented in the County, as well as increased emphasis on eviction prevention and rapid rehousing.

There were 119 families on the shelter waitlist in January 2009. Seventeen families were on the shelter waitlist in January 2011. However, the Community Action housing specialist was funded with ARRA, and these funds will be fully expended by the end of the current fiscal year. It will be challenging to retain this service unless funds are made available through the HEARTH Act.

There is still no available entry point or shelter beds available for unaccompanied individuals.



- Severe Weather Shelters/Warming Centers

There was a debrief conducted for the churches who served as Severe Weather Shelters in 2010-2011. These shelters provided 4,796 bed stays between November 2010 and March 2011. All of the churches have indicated their willingness to serve as shelters next winter.

- FY2010 McKinney-Vento Homeless Assistance Grant

Contracts for CoC grant renewals are underway. There is an additional award of \$125,000 for Shelter Plus Care vouchers pending.

- HEARTH Act and “Opening Doors” Federal Strategic Plan

The FY2011 budget did not include funds to implement the HEARTH Act, and regulations have not gone through the required second public comment period. It is hoped that the FY2012 budget will include appropriations to implement the HEARTH Act.

- Bridges to Housing (B2H) Program—Phase 4

The regional B2H Steering Committee met last week. The preliminary assessment report indicates that these families can be stabilized in housing, which is showing positive impacts on addictions issues as well as mental and physical health issues. Outcomes for children are also positive, with reduced emergency room visits and overall health improvements, as well as increased education enrollments and improved school performance.

Stabilizing income and employment remains a challenge for this program—results are showing less improvement in this area than originally hoped. Programs are working with WorkSystems and other programs to offer training and assistance, but engaging high-need households in these programs remains difficult.

The regional steering committee will meet once more, in spring 2012.

- Veteran’s and Families Center

A new Salvation Army program will be relocating to Washington County, in the former Normandy Woods complex in Beaverton. The first phase of the program will house 48 veterans and their families (individuals and families with children). The program will have some transportation challenges to get veterans to the VA Hospital in Portland.

## V. OLD BUSINESS

- Tax Exemptions for Affordable Housing

Housing Services staff will seek to meet with the Mayor of Forest Grove, and this tool may be discussed at the Board retreat.



- Sustainable Housing and Communities—Aloha-Reedville update  
Two RFPs have been released—a three-year contract for public involvement and a one-year contract for housing and economic analysis. Pre-proposal conferences have been held for both RFPs, and proposals are due May 6. The County will issue Intent To Award notices for both RFPs by May 20, and agreements will go to the Board for approval in June.
- Regional Transportation Mobility Counseling Project  
This project includes the other regional housing authorities and will develop an educational program to assist households in making housing choices that consider transportation costs.
- FY2011 VA-HUD VASH Vouchers  
HUD-VASH funding was reduced in the FY2011 budget, but there will still be a VASH voucher allocation. There is not currently a known timeline for these allocations.
- Affordable Housing Report for Board Retreat  
The tentative date for the retreat is May 18, but it is not clear if affordable housing is still on the agenda. It has been a challenge to set a date for the retreat.

## VI. NEW BUSINESS

- Financial Training for Public Housing Agency (PHA) Board Members  
HUD is offering two webinar trainings for PHA Board members. The training presentation was emailed to HAC members—if HAC members are interested in the training, please let us know.
- HUD Sustainable Communities Regional Planning Grant Program (Round 2)  
Funding for HUD's Sustainable Communities program was reduced in FY2011, but the program was preserved. HUD has indicated that FY2011 NOFAs will be released soon. Metro has called a meeting for partners interested in a second-round grant application on May 2.
- Contingency of Operations Plan (COOP)  
The County is developing a Contingency of Operations Plan to continue core business functions in the event of a major disaster.
- Public Housing Admissions and Continuity Plan (ACOP)  
The Housing Authority is updating the Admissions and Continuity Plan for public housing. This has not been done for several years.



- Other Announcements

The RFP for property management of the affordable housing portfolio was released, and four proposals were received. Proposals will be reviewed and scored, and a three-year contract will be awarded to the winning firm.

The revised resident survey will be tested at Tarkington Square and The Villager. The survey will be revised as needed after the first set of responses is reviewed.

The next HAC meeting will include a review of the FY2012 budget and HAC will be asked to recommend the FY2012 budget be submitted to HABOD for approval. The meeting is scheduled for May 26, but will need to be rescheduled for an alternate date due to schedule conflicts. HAC members are strongly encouraged to attend if possible.

The Oregon Housing Authorities Association meeting is scheduled for May 12-13<sup>th</sup>. Many other housing agencies will attend, and it is expected that budget issues will be a top subject of conversation.

Secretary Donovan announced Shelter Plus Care permanent housing bonus awards—the Washington County CoC was awarded \$134,000 in bonus funds.

## VII. ADJOURNMENT

Meeting adjourned at 10:15a.m.

Respectfully submitted,  
Adolph "Val" Valfre, Jr.  
Secretary/ Executive Director



#### IV. REPORT OF SECRETARY

##### A. Financial Statement

### 1. Financial Report to the Housing Advisory Committee March 2011

#### Cash Flow

Along with comparison to budget, comparison to prior year is shown for all programs. The prior year amounts have been adjusted to eliminate the Homeless Program transactions, for the sake of comparability. The prior year amounts are 9/12 of the actual amounts for the entire fiscal year.

Debt service payments, reserve contributions, and insurance expense are spread throughout the year rather than being reflected at the time of disbursement.

For the first nine months of the Fiscal Year, cash flow from operations of \$190,650 exceeded the budgeted amount by \$87,070, and the prior year by \$149,661. \$70,851 of the cash flow was from Aloha Park, which is a new property and is not reflected in the budget or prior year amounts.

Public Housing had a negative cash flow from operations of \$98,551, due to high maintenance labor and outside purchases. Section 8 had a negative cash flow of \$9,472, but is favorable to budget by \$29,943. Other programs had positive cash flow.

Affordable Housing cash flow from operations exceeds the amount required to fund County bond reserves by \$13,955.

#### Statement of Net Assets (Balance Sheet)

The Authority is continually monitoring its cash position. Nearly all of the cash of the Authority is deposited in the primary County bank account. The cash is in three categories:

- Unrestricted cash: available to pay operating expenses. Unrestricted cash for Section 8 and Public Housing can only be spent within those programs.
- Restricted cash – current: consists of tenant security deposits and FSS (Family Self Sufficiency) escrow accounts.
- Restricted cash – noncurrent: Section 8 restricted cash can only be used to pay for Housing Assistance Payments. The restricted cash for Kaybern, Aloha Park, and Affordable Housing are replacement reserves and bond payment reserves. The restricted cash in the Public Housing program is from the sale of property, and is approved to be used to pay the associated Section 8 operating and administrative costs of the Affordable Housing program, as those expenses are incurred. This should eliminate the unrestricted cash deficit in non-Federal programs within five years.

**Other** – The March fiscal-year-to-date amounts in these reports will be used to estimate the FY2011 projections for the FY2012 budget documents.



**V. REPORT OF SECRETARY**  
**A. Financial Statement**  
**2. Year-To-Date Cash Flow - Expanded**  
Working Capital Basis  
**HOUSING AUTHORITY – UNAUDITED**  
July 2010 – March 2011

|   | Section<br>8 | Public<br>Housing | Kaybern<br>(USDA) | Local<br>Fund | Aloha<br>Park | Affordable<br>Housing | Total        |
|---|--------------|-------------------|-------------------|---------------|---------------|-----------------------|--------------|
| Operating revenue                           |              |                   |                   |               |               |                       |              |
| Hud operating subsidies                     | 1,351,562    | 1,048,462         | 18,870            | 2,191         | 20,335        | 4,460                 | 2,445,880    |
| Gross billable rent                         | -            | 452,208           | 45,885            | 34,941        | 280,756       | 3,119,228             | 3,933,018    |
| Vacancy loss                                | -            | (3,279)           | (96)              | (4,693)       | (15,261)      | (124,261)             | (147,590)    |
| Premiums (concessions)                      | -            | (294)             | -                 | (263)         | -             | (24,529)              | (25,086)     |
| Other tenant revenue                        | -            | 47,045            | 21                | 5,475         | 4,831         | 92,905                | 150,277      |
| Tenant revenue                              | -            | 495,680           | 45,810            | 35,460        | 270,326       | 3,063,343             | 3,910,619    |
| Other revenue (incl GF subsidy)             | 12,434       | 3,647             | 1,047             | 29,325        | 5,833         | 177,013               | 229,299      |
| Total operating revenue                     | 1,363,996    | 1,547,789         | 65,727            | 66,976        | 296,494       | 3,244,816             | 6,585,798    |
| Operating expenses:                         |              |                   |                   |               |               |                       |              |
| Repair and maintenance                      | -            | 1,020,547         | 10,608            | 23,600        | 51,626        | 562,628               | 1,669,009    |
| Total program operations                    | 1,081,375    | 239,305           | 9,925             | 11,884        | 75,272        | 512,483               | 1,930,244    |
| Utilities                                   | -            | 49,241            | 6,738             | 2,634         | 36,817        | 287,385               | 382,815      |
| Insurance                                   | 3,249        | 29,239            | 489               | 689           | 5,709         | 69,970                | 109,345      |
| PILOT                                       | -            | 30,438            | -                 | -             | -             | -                     | 30,438       |
| Bad debt, net of recoveries                 | -            | (2,387)           | 69                | -             | 4,347         | 57,659                | 59,688       |
| Other                                       | 42,039       | -                 | -                 | 521           | 7,121         | -                     | 49,681       |
| Total operating expenses                    | 1,126,663    | 1,366,383         | 27,829            | 39,328        | 180,892       | 1,490,125             | 4,231,220    |
| Net program income                          | 237,333      | 181,406           | 37,898            | 27,648        | 115,602       | 1,754,691             | 2,354,578    |
| Other ongoing cash outflows:                |              |                   |                   |               |               |                       |              |
| HAWC administration                         | 246,805      | 279,957           | 3,203             | 3,098         | 5,000         | 2,016                 | 540,079      |
| Debt service                                | -            | -                 | 26,046            | 9,216         | 33,477        | 1,294,803             | 1,363,542    |
| Replacements-operating                      | -            | -                 | -                 | 700           | 6,274         | 253,333               | 260,307      |
| Total outflows                              | 246,805      | 279,957           | 29,249            | 13,014        | 44,751        | 1,550,152             | 2,163,928    |
| Cash flow from operations                   | (9,472)      | (98,551)          | 8,649             | 14,634        | 70,851        | 204,539               | 190,650      |
| Other unrestricted cash inflows (outflows): |              |                   |                   |               |               |                       |              |
| Investment income - unrestricted            | 4,372        | 16,514            | (107)             | 6,642         | 444           | (40,922)              | (13,057)     |
| Capital fund receipts                       | -            | 167,205           | -                 | -             | -             | -                     | 167,205      |
| Capitalized modernization                   | -            | (167,205)         | (5,180)           | -             | -             | -                     | (172,385)    |
| Transfers to (from) Local Fund              | -            | -                 | -                 | (67,328)      | -             | -                     | (67,328)     |
| Transfers to restricted cash - CAO          | -            | -                 | -                 | -             | -             | (190,584)             | (190,584)    |
| Transfers to restricted cash - Repl Res     | -            | -                 | -                 | -             | (13,944)      | (42,060)              | (56,004)     |
| Section 18 transfers from Public Housing    | -            | -                 | 8,587             | 6,502         | -             | 649,726               | 664,815      |
| Net unrestricted cash flows                 | (5,100)      | (82,037)          | 11,949            | (39,550)      | 57,351        | 580,699               | 523,312      |
| Restricted cash flows:                      |              |                   |                   |               |               |                       |              |
| Housing Assistance Payments earned          | 13,921,796   | -                 | -                 | -             | -             | -                     | 13,921,796   |
| Housing Assistance Payments                 | (13,496,938) | -                 | -                 | -             | -             | -                     | (13,496,938) |
| Investment income - restricted              | 22,201       | 34,215            | -                 | -             | -             | -                     | 56,416       |
| Sale of property                            | -            | -                 | -                 | -             | -             | -                     | -            |
| Transfers from unrestricted - CAO           | -            | -                 | -                 | -             | -             | 190,584               | 190,584      |
| Transfers from unrestricted - Repl Res      | -            | -                 | -                 | -             | 13,944        | 42,060                | 56,004       |
| Sec 18 transfers to Affordable Housing      | -            | (667,045)         | -                 | -             | -             | -                     | (667,045)    |
| Total restricted cash flows                 | 447,059      | (632,830)         | -                 | -             | 13,944        | 232,644               | 60,817       |
| Net cash flows                              | 441,959      | (714,867)         | 11,949            | (39,550)      | 71,295        | 813,343               | 584,129      |



**IV. REPORT OF SECRETARY**  
**A. Financial Statement**  
**3. Year-To-Date Cash Flow – Expanded**  
Working Capital Basis  
HOUSING AUTHORITY – UNAUDITED  
July 2010 – March 2011

|   | YTD<br>Actual | YTD<br>Budget | Fav (unfav)<br>Variance | Prior<br>YTD | Fav (unfav)<br>Variance |
|---|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue                           |               |               |                         |              |                         |
| Hud operating subsidies                     | 2,445,880     | 2,424,545     | 21,335                  | 2,417,057    | 28,823                  |
| Gross billable rent                         | 3,933,018     | 3,595,564     | 337,454                 | 3,661,058    | 271,960                 |
| Vacancy loss                                | (147,590)     | (126,725)     | (20,865)                | (161,540)    | 13,950                  |
| Premiums (concessions)                      | (25,086)      | (31,137)      | 6,051                   | (38,419)     | 13,333                  |
| Other tenant revenue                        | 150,277       | 67,405        | 82,872                  | 107,451      | 42,826                  |
| Tenant revenue                              | 3,910,619     | 3,505,107     | 405,512                 | 3,568,551    | 342,068                 |
| Other revenue (incl GF subsidy)             | 229,299       | 275,500       | (46,201)                | 339,656      | (110,357)               |
| Total operating revenue                     | 6,585,798     | 6,205,152     | 380,646                 | 6,325,264    | 260,534                 |
| Operating expenses:                         |               |               |                         |              |                         |
| Repair and maintenance                      | 1,669,009     | 1,436,578     | (232,431)               | 1,627,722    | (41,287)                |
| Total program operations                    | 1,930,244     | 1,864,865     | (65,379)                | 1,774,231    | (156,013)               |
| Utilities                                   | 382,815       | 337,095       | (45,720)                | 335,561      | (47,254)                |
| Insurance                                   | 109,345       | 99,700        | (9,645)                 | 96,454       | (12,891)                |
| PILOT                                       | 30,438        | 31,352        | 914                     | 36,797       | 6,359                   |
| Bad debt, net of recoveries                 | 59,688        | 46,247        | (13,441)                | 77,234       | 17,546                  |
| Other                                       | 49,681        | 33,348        | (16,333)                | 85,229       | 35,548                  |
| Total operating expenses                    | 4,231,220     | 3,849,185     | (382,035)               | 4,033,228    | (197,992)               |
| Net program income                          | 2,354,578     | 2,355,967     | (1,389)                 | 2,292,036    | 62,542                  |
| Other ongoing cash outflows:                |               |               |                         |              |                         |
| HAWC administration                         | 540,079       | 658,194       | 118,115                 | 567,914      | 27,835                  |
| Debt service                                | 1,363,542     | 1,331,733     | (31,809)                | 1,387,385    | 23,843                  |
| Replacements-operating                      | 260,307       | 262,460       | 2,153                   | 295,748      | 35,441                  |
| Total outflows                              | 2,163,928     | 2,252,387     | 88,459                  | 2,251,047    | 87,119                  |
| Cash flow from operations                   | 190,650       | 103,580       | 87,070                  | 40,989       | 149,661                 |
| Other unrestricted cash inflows (outflows): |               |               |                         |              |                         |
| Investment income - unrestricted            | (13,057)      | (38,601)      | 25,544                  | (32,036)     | 18,979                  |
| Capital fund receipts                       | 167,205       | 345,503       | (178,298)               | 526,415      | (359,210)               |
| Capitalized modernization                   | (172,385)     | (345,503)     | 173,118                 | (646,571)    | 474,186                 |
| Transfers to (from) Local Fund              | (67,328)      | -             | (67,328)                | -            | (67,328)                |
| Transfers to restricted cash - CAO          | (190,584)     | (116,918)     | (73,666)                | -            | (190,584)               |
| Transfers to restricted cash - Repl Res     | (56,004)      | -             | (56,004)                | -            | (56,004)                |
| Section 18 transfers from Public Housing    | 664,815       | 662,934       | 1,881                   | 733,844      | (69,029)                |
| Net unrestricted cash flows                 | 523,312       | 610,995       | (87,683)                | 622,641      | (99,329)                |
| Restricted cash flows:                      |               |               |                         |              |                         |
| Housing Assistance Payments earned          | 13,921,796    | 13,294,139    | 627,657                 | 13,404,717   | 517,079                 |
| Housing Assistance Payments                 | (13,496,938)  | (12,989,970)  | (506,968)               | (13,381,480) | (115,458)               |
| Investment income - restricted              | 56,416        | 90,594        | (34,178)                | 81,951       | (25,535)                |
| Sale of property                            | -             | -             | -                       | 289,210      | (289,210)               |
| Transfers from unrestricted - CAO           | 190,584       | 116,918       | 73,666                  | -            | 190,584                 |
| Transfers from unrestricted - Repl Res      | 56,004        | -             | 56,004                  | -            | 56,004                  |
| Sec 18 transfers to Affordable Housing      | (667,045)     | (662,933)     | (4,112)                 | (733,844)    | 66,799                  |
| Total restricted cash flows                 | 60,817        | (151,252)     | 212,069                 | (339,446)    | 400,263                 |
| Net cash flows                              | 584,129       | 459,743       | 124,386                 | 283,195      | 300,934                 |



**IV. REPORT OF SECRETARY**  
**A. Financial Statement**  
**4. Year-To-Date Cash Flow – Expanded**  
Working Capital Basis  
**SECTION 8 – UNAUDITED**  
July 2010 – March 2011

|   | YTD<br>Actual | YTD<br>Budget | Fav (unfav)<br>Variance | Prior<br>YTD | Fav (unfav)<br>Variance |
|---|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue                           |               |               |                         |              |                         |
| Hud operating subsidies                     | 1,351,562     | 1,359,254     | (7,692)                 | 1,264,363    | 87,199                  |
| Gross billable rent                         | -             | -             | -                       | -            | -                       |
| Vacancy loss                                | -             | -             | -                       | -            | -                       |
| Premiums (concessions)                      | -             | -             | -                       | -            | -                       |
| Other tenant revenue                        | -             | -             | -                       | -            | -                       |
| Tenant revenue                              | -             | -             | -                       | -            | -                       |
| Other revenue (incl GF subsidy)             | 12,434        | 58,567        | (46,133)                | 17,589       | (5,155)                 |
| Total operating revenue                     | 1,363,996     | 1,417,821     | (53,825)                | 1,281,952    | 82,044                  |
| Operating expenses:                         |               |               |                         |              |                         |
| Repair and maintenance                      | -             | -             | -                       | -            | -                       |
| Total program operations                    | 1,081,375     | 1,087,129     | 5,754                   | 988,444      | (92,931)                |
| Utilities                                   | -             | -             | -                       | -            | -                       |
| Insurance                                   | 3,249         | 3,348         | 99                      | 3,250        | 1                       |
| PILOT                                       | -             | -             | -                       | -            | -                       |
| Bad debt, net of recoveries                 | -             | -             | -                       | -            | -                       |
| Other                                       | 42,039        | 33,348        | (8,691)                 | 35,203       | (6,836)                 |
| Total operating expenses                    | 1,126,663     | 1,123,825     | (2,838)                 | 1,026,897    | (99,766)                |
| Net program income                          | 237,333       | 293,996       | (56,663)                | 255,055      | (17,722)                |
| Other ongoing cash outflows:                |               |               |                         |              |                         |
| HAWC administration                         | 246,805       | 333,411       | 86,606                  | 264,205      | 17,400                  |
| Debt service                                | -             | -             | -                       | -            | -                       |
| Replacements-operating                      | -             | -             | -                       | -            | -                       |
| Total outflows                              | 246,805       | 333,411       | 86,606                  | 264,205      | 17,400                  |
| Cash flow from operations                   | (9,472)       | (39,415)      | 29,943                  | (9,150)      | (322)                   |
| Other unrestricted cash inflows (outflows): |               |               |                         |              |                         |
| Investment income - unrestricted            | 4,372         | -             | 4,372                   | 1,648        | 2,724                   |
| Capital fund receipts                       | -             | -             | -                       | -            | -                       |
| Capitalized modernization                   | -             | -             | -                       | -            | -                       |
| Transfers to (from) Local Fund              | -             | -             | -                       | -            | -                       |
| Transfers to restricted cash - CAO          | -             | -             | -                       | -            | -                       |
| Transfers to restricted cash - Repl Res     | -             | -             | -                       | -            | -                       |
| Section 18 transfers from Public Housing    | -             | -             | -                       | -            | -                       |
| Net unrestricted cash flows                 | (5,100)       | (39,415)      | 34,315                  | (7,502)      | 2,402                   |
| Restricted cash flows:                      |               |               |                         |              |                         |
| Housing Assistance Payments earned          | 13,921,796    | 13,294,139    | 627,657                 | 13,404,717   | 517,079                 |
| Housing Assistance Payments                 | (13,496,938)  | (12,989,970)  | (506,968)               | (13,381,480) | (115,458)               |
| Investment income - restricted              | 22,201        | 34,328        | (12,127)                | 30,131       | (7,930)                 |
| Sale of property                            | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - CAO           | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - Repl Res      | -             | -             | -                       | -            | -                       |
| Sec 18 transfers to Affordable Housing      | -             | -             | -                       | -            | -                       |
| Total restricted cash flows                 | 447,059       | 338,497       | 108,562                 | 53,368       | 393,691                 |
| Net cash flows                              | 441,959       | 299,082       | 142,877                 | 45,866       | 396,093                 |



**IV. REPORT OF SECRETARY**  
**A. Financial Statement**  
**5. Year-To-Date Cash Flow – Expanded**  
Working Capital Basis  
**PUBLIC HOUSING (Excl. Kaybern) – UNAUDITED**  
July 2010 – March 2011

|   | YTD<br>Actual | YTD<br>Budget | Fav (unfav)<br>Variance | Prior<br>YTD | Fav (unfav)<br>Variance |
|---|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue                           |               |               |                         |              |                         |
| Hud operating subsidies                     | 1,048,462     | 1,033,032     | 15,430                  | 1,121,814    | (73,352)                |
| Gross billable rent                         | 452,208       | 445,455       | 6,753                   | 414,689      | 37,519                  |
| Vacancy loss                                | (3,279)       | (3,404)       | 125                     | (3,612)      | 333                     |
| Premiums (concessions)                      | (294)         | -             | (294)                   | -            | (294)                   |
| Other tenant revenue                        | 47,045        | 24,414        | 22,631                  | 40,847       | 6,198                   |
| Tenant revenue                              | 495,680       | 466,466       | 29,214                  | 451,924      | 43,756                  |
| Other revenue (incl GF subsidy)             | 3,647         | 3,717         | (70)                    | 5,695        | (2,048)                 |
| Total operating revenue                     | 1,547,789     | 1,503,215     | 44,574                  | 1,579,433    | (31,644)                |
| Operating expenses:                         |               |               |                         |              |                         |
| Repair and maintenance                      | 1,020,547     | 837,823       | (182,724)               | 959,696      | (60,851)                |
| Total program operations                    | 239,305       | 244,411       | 5,106                   | 238,461      | (844)                   |
| Utilities                                   | 49,241        | 45,995        | (3,246)                 | 43,105       | (6,136)                 |
| Insurance                                   | 29,239        | 27,944        | (1,295)                 | 26,789       | (2,450)                 |
| PILOT                                       | 30,438        | 31,352        | 914                     | 36,797       | 6,359                   |
| Bad debt, net of recoveries                 | (2,387)       | (445)         | 1,942                   | 28,107       | 30,494                  |
| Other                                       | -             | -             | -                       | -            | -                       |
| Total operating expenses                    | 1,366,383     | 1,187,080     | (179,303)               | 1,332,955    | (33,428)                |
| Net program income                          | 181,406       | 316,135       | (134,729)               | 246,478      | (65,072)                |
| Other ongoing cash outflows:                |               |               |                         |              |                         |
| HAWC administration                         | 279,957       | 314,027       | 34,070                  | 295,212      | 15,255                  |
| Debt service                                | -             | -             | -                       | -            | -                       |
| Replacements-operating                      | -             | -             | -                       | -            | -                       |
| Total outflows                              | 279,957       | 314,027       | 34,070                  | 295,212      | 15,255                  |
| Cash flow from operations                   | (98,551)      | 2,108         | (100,659)               | (48,734)     | (49,817)                |
| Other unrestricted cash inflows (outflows): |               |               |                         |              |                         |
| Investment income - unrestricted            | 16,514        | 28,250        | (11,736)                | 24,936       | (8,422)                 |
| Capital fund receipts                       | 167,205       | 345,503       | (178,298)               | 526,415      | (359,210)               |
| Capitalized modernization                   | (167,205)     | (345,503)     | 178,298                 | (526,415)    | 359,210                 |
| Transfers to (from) Local Fund              | -             | -             | -                       | -            | -                       |
| Transfers to restricted cash - CAO          | -             | -             | -                       | -            | -                       |
| Transfers to restricted cash - Repl Res     | -             | -             | -                       | -            | -                       |
| Section 18 transfers from Public Housing    | -             | -             | -                       | -            | -                       |
| Net unrestricted cash flows                 | (82,037)      | 30,358        | (112,395)               | (23,798)     | (58,239)                |
| Restricted cash flows:                      |               |               |                         |              |                         |
| Housing Assistance Payments earned          | -             | -             | -                       | -            | -                       |
| Housing Assistance Payments                 | -             | -             | -                       | -            | -                       |
| Investment income - restricted              | 34,215        | 56,266        | (22,051)                | 51,820       | (17,605)                |
| Sale of property                            | -             | -             | -                       | 289,210      | (289,210)               |
| Transfers from unrestricted - CAO           | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - Repl Res      | -             | -             | -                       | -            | -                       |
| Sec 18 transfers to Affordable Housing      | (667,045)     | (662,933)     | (4,112)                 | (733,844)    | 66,799                  |
| Total restricted cash flows                 | (632,830)     | (606,667)     | (26,163)                | (392,814)    | (240,016)               |
| Net cash flows                              | (714,867)     | (576,309)     | (138,558)               | (416,612)    | (298,255)               |



**IV. REPORT OF SECRETARY**  
**A. Financial Statement**  
**6. Year-To-Date Cash Flow – Expanded**  
Working Capital Basis  
KAYBERN TERRACE (USDA) – UNAUDITED  
July 2010 – March 2011

|   | YTD<br>Actual | YTD<br>Budget | Fav (unfav)<br>Variance | Prior<br>YTD | Fav (unfav)<br>Variance |
|---|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue                           |               |               |                         |              |                         |
| Hud operating subsidies                     | 18,870        | 19,130        | (260)                   | 17,817       | 1,053                   |
| Gross billable rent                         | 45,885        | 45,900        | (15)                    | 45,197       | 688                     |
| Vacancy loss                                | (96)          | (1,377)       | 1,281                   | (1,053)      | 957                     |
| Premiums (concessions)                      | -             | -             | -                       | -            | -                       |
| Other tenant revenue                        | 21            | 977           | (956)                   | 1,139        | (1,118)                 |
| Tenant revenue                              | 45,810        | 45,500        | 310                     | 45,283       | 527                     |
| Other revenue (incl GF subsidy)             | 1,047         | 200           | 847                     | 648          | 399                     |
| Total operating revenue                     | 65,727        | 64,830        | 897                     | 63,748       | 1,979                   |
| Operating expenses:                         |               |               |                         |              |                         |
| Repair and maintenance                      | 10,608        | 18,353        | 7,745                   | 24,597       | 13,989                  |
| Total program operations                    | 9,925         | 9,637         | (288)                   | 9,999        | 74                      |
| Utilities                                   | 6,738         | 7,145         | 407                     | 6,861        | 123                     |
| Insurance                                   | 489           | 458           | (31)                    | 444          | (45)                    |
| PILOT                                       | -             | -             | -                       | -            | -                       |
| Bad debt, net of recoveries                 | 69            | -             | (69)                    | 1,521        | 1,452                   |
| Other                                       | -             | -             | -                       | -            | -                       |
| Total operating expenses                    | 27,829        | 35,593        | 7,764                   | 43,422       | 15,593                  |
| Net program income                          | 37,898        | 29,237        | 8,661                   | 20,326       | 17,572                  |
| Other ongoing cash outflows:                |               |               |                         |              |                         |
| HAWC administration                         | 3,203         | 3,434         | 231                     | 3,086        | (117)                   |
| Debt service                                | 26,046        | 26,063        | 17                      | 26,063       | 17                      |
| Replacements-operating                      | -             | 882           | 882                     | 1,474        | 1,474                   |
| Total outflows                              | 29,249        | 30,379        | 1,130                   | 30,623       | 1,374                   |
| Cash flow from operations                   | 8,649         | (1,142)       | 9,791                   | (10,297)     | 18,946                  |
| Other unrestricted cash inflows (outflows): |               |               |                         |              |                         |
| Investment income - unrestricted            | (107)         | (2,021)       | 1,914                   | (1,835)      | 1,728                   |
| Capital fund receipts                       | -             | -             | -                       | -            | -                       |
| Capitalized modernization                   | (5,180)       | -             | (5,180)                 | -            | (5,180)                 |
| Transfers to (from) Local Fund              | -             | -             | -                       | 142,500      | (142,500)               |
| Transfers to restricted cash - CAO          | -             | -             | -                       | -            | -                       |
| Transfers to restricted cash - Repl Res     | -             | -             | -                       | -            | -                       |
| Section 18 transfers from Public Housing    | 8,587         | 6,079         | 2,508                   | 5,030        | 3,557                   |
| Net unrestricted cash flows                 | 11,949        | 2,916         | 9,033                   | 135,398      | (123,449)               |
| Restricted cash flows:                      |               |               |                         |              |                         |
| Housing Assistance Payments earned          | -             | -             | -                       | -            | -                       |
| Housing Assistance Payments                 | -             | -             | -                       | -            | -                       |
| Investment income - restricted              | -             | -             | -                       | -            | -                       |
| Sale of property                            | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - CAO           | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - Repl Res      | -             | -             | -                       | -            | -                       |
| Sec 18 transfers to Affordable Housing      | -             | -             | -                       | -            | -                       |
| Total restricted cash flows                 | -             | -             | -                       | -            | -                       |
| Net cash flows                              | 11,949        | 2,916         | 9,033                   | 135,398      | (123,449)               |



**IV. REPORT OF SECRETARY**  
**A. Financial Statement**  
**7. Year-To-Date Cash Flow – Expanded**  
Working Capital Basis  
LOCAL FUND – UNAUDITED  
July 2010 – March 2011

|   | YTD<br>Actual | YTD<br>Budget | Fav (unfav)<br>Variance | Prior<br>YTD | Fav (unfav)<br>Variance |
|---|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue                           |               |               |                         |              |                         |
| Hud operating subsidies                     | 2,191         | 2,257         | (66)                    | 2,191        | -                       |
| Gross billable rent                         | 34,941        | 14,009        | 20,932                  | 13,601       | 21,340                  |
| Vacancy loss                                | (4,693)       | -             | (4,693)                 | -            | (4,693)                 |
| Premiums (concessions)                      | (263)         | -             | (263)                   | -            | (263)                   |
| Other tenant revenue                        | 5,475         | 4,033         | 1,442                   | 7,445        | (1,970)                 |
| Tenant revenue                              | 35,460        | 18,042        | 17,418                  | 21,045       | 14,415                  |
| Other revenue (incl GF subsidy)             | 29,325        | 36,578        | (7,253)                 | 48,553       | (19,228)                |
| Total operating revenue                     | 66,976        | 56,877        | 10,099                  | 71,789       | (4,813)                 |
| Operating expenses:                         |               |               |                         |              |                         |
| Repair and maintenance                      | 23,600        | 1,803         | (21,797)                | 7,262        | (16,338)                |
| Total program operations                    | 11,884        | 8,688         | (3,196)                 | 6,893        | (4,991)                 |
| Utilities                                   | 2,634         | 76            | (2,558)                 | 74           | (2,560)                 |
| Insurance                                   | 689           | 373           | (316)                   | 363          | (326)                   |
| PILOT                                       | -             | -             | -                       | -            | -                       |
| Bad debt, net of recoveries                 | -             | -             | -                       | (131)        | (131)                   |
| Other                                       | 521           | -             | (521)                   | 50,027       | 49,506                  |
| Total operating expenses                    | 39,328        | 10,940        | (28,388)                | 64,488       | 25,160                  |
| Net program income                          | 27,648        | 45,937        | (18,289)                | 7,301        | 20,347                  |
| Other ongoing cash outflows:                |               |               |                         |              |                         |
| HAWC administration                         | 3,098         | 3,929         | 831                     | 2,975        | (123)                   |
| Debt service                                | 9,216         | 10,859        | 1,643                   | 9,214        | (2)                     |
| Replacements-operating                      | 700           | 6,034         | 5,334                   | 11,864       | 11,164                  |
| Total outflows                              | 13,014        | 20,822        | 7,808                   | 24,053       | 11,039                  |
| Cash flow from operations                   | 14,634        | 25,115        | (10,481)                | (16,752)     | 31,386                  |
| Other unrestricted cash inflows (outflows): |               |               |                         |              |                         |
| Investment income - unrestricted            | 6,642         | 15,383        | (8,741)                 | 12,692       | (6,050)                 |
| Capital fund receipts                       | -             | -             | -                       | -            | -                       |
| Capitalized modernization                   | -             | -             | -                       | -            | -                       |
| Transfers to (from) Local Fund              | (67,328)      | -             | (67,328)                | (233,099)    | 165,771                 |
| Transfers to restricted cash - CAO          | -             | -             | -                       | -            | -                       |
| Transfers to restricted cash - Repl Res     | -             | -             | -                       | -            | -                       |
| Section 18 transfers from Public Housing    | 6,502         | -             | 6,502                   | -            | 6,502                   |
| Net unrestricted cash flows                 | (39,550)      | 40,498        | (80,048)                | (237,159)    | 197,609                 |
| Restricted cash flows:                      |               |               |                         |              |                         |
| Housing Assistance Payments earned          | -             | -             | -                       | -            | -                       |
| Housing Assistance Payments                 | -             | -             | -                       | -            | -                       |
| Investment income - restricted              | -             | -             | -                       | -            | -                       |
| Sale of property                            | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - CAO           | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - Repl Res      | -             | -             | -                       | -            | -                       |
| Sec 18 transfers to Affordable Housing      | -             | -             | -                       | -            | -                       |
| Total restricted cash flows                 | -             | -             | -                       | -            | -                       |
| Net cash flows                              | (39,550)      | 40,498        | (80,048)                | (237,159)    | 197,609                 |



**IV. REPORT OF SECRETARY**  
**A. Financial Statement**  
**8. Year-To-Date Cash Flow – Expanded**  
Working Capital Basis  
ALOHA PARK – UNAUDITED  
July 2010 – March 2011

|   | YTD<br>Actual | YTD<br>Budget | Fav (unfav)<br>Variance | Prior<br>YTD | Fav (unfav)<br>Variance |
|---|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue                           |               |               |                         |              |                         |
| Hud operating subsidies                     | 20,335        | -             | 20,335                  | -            | 20,335                  |
| Gross billable rent                         | 280,756       | -             | 280,756                 | -            | 280,756                 |
| Vacancy loss                                | (15,261)      | -             | (15,261)                | -            | (15,261)                |
| Premiums (concessions)                      | -             | -             | -                       | -            | -                       |
| Other tenant revenue                        | 4,831         | -             | 4,831                   | -            | 4,831                   |
| Tenant revenue                              | 270,326       | -             | 270,326                 | -            | 270,326                 |
| Other revenue (incl GF subsidy)             | 5,833         | -             | 5,833                   | -            | 5,833                   |
| Total operating revenue                     | 296,494       | -             | 296,494                 | -            | 296,494                 |
| Operating expenses:                         |               |               |                         |              |                         |
| Repair and maintenance                      | 51,626        | -             | (51,626)                | -            | (51,626)                |
| Total program operations                    | 75,272        | -             | (75,272)                | -            | (75,272)                |
| Utilities                                   | 36,817        | -             | (36,817)                | -            | (36,817)                |
| Insurance                                   | 5,709         | -             | (5,709)                 | -            | (5,709)                 |
| PILOT                                       | -             | -             | -                       | -            | -                       |
| Bad debt, net of recoveries                 | 4,347         | -             | (4,347)                 | -            | (4,347)                 |
| Other                                       | 7,121         | -             | (7,121)                 | -            | (7,121)                 |
| Total operating expenses                    | 180,892       | -             | (180,892)               | -            | (180,892)               |
| Net program income                          | 115,602       | -             | 115,602                 | -            | 115,602                 |
| Other ongoing cash outflows:                |               |               |                         |              |                         |
| HAWC administration                         | 5,000         | -             | (5,000)                 | -            | (5,000)                 |
| Debt service                                | 33,477        | -             | (33,477)                | -            | (33,477)                |
| Replacements-operating                      | 6,274         | -             | (6,274)                 | -            | (6,274)                 |
| Total outflows                              | 44,751        | -             | (44,751)                | -            | (44,751)                |
| Cash flow from operations                   | 70,851        | -             | 70,851                  | -            | 70,851                  |
| Other unrestricted cash inflows (outflows): |               |               |                         |              |                         |
| Investment income - unrestricted            | 444           | -             | 444                     | -            | 444                     |
| Capital fund receipts                       | -             | -             | -                       | -            | -                       |
| Capitalized modernization                   | -             | -             | -                       | -            | -                       |
| Transfers to (from) Local Fund              | -             | -             | -                       | -            | -                       |
| Transfers to restricted cash - CAO          | -             | -             | -                       | -            | -                       |
| Transfers to restricted cash - Repl Res     | (13,944)      | -             | (13,944)                | -            | (13,944)                |
| Section 18 transfers from Public Housing    | -             | -             | -                       | -            | -                       |
| Net unrestricted cash flows                 | 57,351        | -             | 57,351                  | -            | 57,351                  |
| Restricted cash flows:                      |               |               |                         |              |                         |
| Housing Assistance Payments earned          | -             | -             | -                       | -            | -                       |
| Housing Assistance Payments                 | -             | -             | -                       | -            | -                       |
| Investment income - restricted              | -             | -             | -                       | -            | -                       |
| Sale of property                            | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - CAO           | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - Repl Res      | 13,944        | -             | 13,944                  | -            | 13,944                  |
| Sec 18 transfers to Affordable Housing      | -             | -             | -                       | -            | -                       |
| Total restricted cash flows                 | 13,944        | -             | 13,944                  | -            | 13,944                  |
| Net cash flows                              | 71,295        | -             | 71,295                  | -            | 71,295                  |



**IV. REPORT OF SECRETARY**  
**A. Financial Statement**  
**9. Year-To-Date Cash Flow – Expanded**  
Working Capital Basis  
**AFFORDABLE HOUSING – UNAUDITED**  
July 2010 – March 2011

|   | YTD<br>Actual | YTD<br>Budget | Fav (unfav)<br>Variance | Prior<br>YTD | Fav (unfav)<br>Variance |
|---|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue                           |               |               |                         |              |                         |
| Hud operating subsidies                     | 4,460         | 10,872        | (6,412)                 | 10,873       | (6,413)                 |
| Gross billable rent                         | 3,119,228     | 3,090,200     | 29,028                  | 3,187,572    | (68,344)                |
| Vacancy loss                                | (124,261)     | (121,944)     | (2,317)                 | (156,875)    | 32,614                  |
| Premiums (concessions)                      | (24,529)      | (31,137)      | 6,608                   | (38,419)     | 13,890                  |
| Other tenant revenue                        | 92,905        | 37,981        | 54,924                  | 58,021       | 34,884                  |
| Tenant revenue                              | 3,063,343     | 2,975,099     | 88,244                  | 3,050,300    | 13,043                  |
| Other revenue (incl GF subsidy)             | 177,013       | 176,438       | 575                     | 267,172      | (90,159)                |
| Total operating revenue                     | 3,244,816     | 3,162,409     | 82,407                  | 3,328,345    | (83,529)                |
| Operating expenses:                         |               |               |                         |              |                         |
| Repair and maintenance                      | 562,628       | 578,599       | 15,971                  | 636,167      | 73,539                  |
| Total program operations                    | 512,483       | 515,000       | 2,517                   | 530,434      | 17,951                  |
| Utilities                                   | 287,385       | 283,879       | (3,506)                 | 285,521      | (1,864)                 |
| Insurance                                   | 69,970        | 67,577        | (2,393)                 | 65,609       | (4,361)                 |
| PILOT                                       | -             | -             | -                       | -            | -                       |
| Bad debt, net of recoveries                 | 57,659        | 46,692        | (10,967)                | 47,737       | (9,922)                 |
| Other                                       | -             | -             | -                       | -            | -                       |
| Total operating expenses                    | 1,490,125     | 1,491,747     | 1,622                   | 1,565,468    | 75,343                  |
| Net program income                          | 1,754,691     | 1,670,662     | 84,029                  | 1,762,877    | (8,186)                 |
| Other ongoing cash outflows:                |               |               |                         |              |                         |
| HAWC administration                         | 2,016         | 3,393         | 1,377                   | 2,437        | 421                     |
| Debt service                                | 1,294,803     | 1,294,811     | 8                       | 1,352,108    | 57,305                  |
| Replacements-operating                      | 253,333       | 255,544       | 2,211                   | 282,411      | 29,078                  |
| Total outflows                              | 1,550,152     | 1,553,748     | 3,596                   | 1,636,956    | 86,804                  |
| Cash flow from operations                   | 204,539       | 116,914       | 87,625                  | 125,921      | 78,618                  |
| Other unrestricted cash inflows (outflows): |               |               |                         |              |                         |
| Investment income - unrestricted            | (40,922)      | (80,213)      | 39,291                  | (69,476)     | 28,554                  |
| Capital fund receipts                       | -             | -             | -                       | -            | -                       |
| Capitalized modernization                   | -             | -             | -                       | (120,155)    | 120,155                 |
| Transfers to (from) Local Fund              | -             | -             | -                       | 90,599       | (90,599)                |
| Transfers to restricted cash - CAO          | (190,584)     | (116,918)     | (73,666)                | -            | (190,584)               |
| Transfers to restricted cash - Repl Res     | (42,060)      | -             | (42,060)                | -            | (42,060)                |
| Section 18 transfers from Public Housing    | 649,726       | 656,855       | (7,129)                 | 728,814      | (79,088)                |
| Net unrestricted cash flows                 | 580,699       | 576,638       | 4,061                   | 755,703      | (175,004)               |
| Restricted cash flows:                      |               |               |                         |              |                         |
| Housing Assistance Payments earned          | -             | -             | -                       | -            | -                       |
| Housing Assistance Payments                 | -             | -             | -                       | -            | -                       |
| Investment income - restricted              | -             | -             | -                       | -            | -                       |
| Sale of property                            | -             | -             | -                       | -            | -                       |
| Transfers from unrestricted - CAO           | 190,584       | 116,918       | 73,666                  | -            | 190,584                 |
| Transfers from unrestricted - Repl Res      | 42,060        | -             | 42,060                  | -            | 42,060                  |
| Sec 18 transfers to Affordable Housing      | -             | -             | -                       | -            | -                       |
| Total restricted cash flows                 | 232,644       | 116,918       | 115,726                 | -            | 232,644                 |
| Net cash flows                              | 813,343       | 693,556       | 119,787                 | 755,703      | 57,640                  |



**IV. REPORT OF SECRETARY**  
**A. Financial Statement**  
**10. Statement of Net Assets**  
**HOUSING AUTHORITY – UNAUDITED**  
**March 31, 2011**

| <b>Assets</b>  | Section<br>8     | Public<br>Housing | Kaybern<br>(USDA) | Local<br>Fund    | Aloha<br>Park  | Affordable<br>Housing | Total             |
|--|------------------|-------------------|-------------------|------------------|----------------|-----------------------|-------------------|
| <b>Current assets:</b>                                     |                  |                   |                   |                  |                |                       |                   |
| Unrestricted cash and cash equivalents                     | 73,298           | 2,000,509         | 16,691            | 959,175          | 104,866        | (5,436,387)           | (2,281,848)       |
| Restricted cash and cash equivalents                       | 235,911          | 66,233            | 1,080             | 31,700           | 34,690         | 260,967               | 630,581           |
| Accounts receivable, net                                   | 71,570           | 112,590           | (503)             | 1,975            | 4,402          | 412,773               | 602,807           |
| Current portion of contracts receivable                    | —                | —                 | —                 | 2,364            | —              | —                     | 2,364             |
| Other current assets                                       | 1,083            | 15,402            | 162               | 6,727            | 4,532          | 40,470                | 68,376            |
| <b>Total current assets</b>                                | <b>381,862</b>   | <b>2,194,734</b>  | <b>17,430</b>     | <b>1,001,941</b> | <b>148,490</b> | <b>(4,722,177)</b>    | <b>(977,720)</b>  |
| <b>Non-current assets:</b>                                 |                  |                   |                   |                  |                |                       |                   |
| Restricted cash and cash equivalents                       | 3,345,844        | 4,310,112         | 36,137            | 100              | 153,439        | 594,814               | 8,440,446         |
| Contracts receivable                                       | —                | —                 | —                 | 440,763          | —              | —                     | 440,763           |
| Capital assets, non-depreciable                            | —                | 4,481,722         | 55,180            | 164,350          | 41,617         | 4,117,867             | 8,860,736         |
| Capital assets, depreciable, net                           | —                | 4,168,011         | 76,080            | 471,373          | 46,929         | 18,775,644            | 23,538,037        |
| <b>Total non-current assets</b>                            | <b>3,345,844</b> | <b>12,959,845</b> | <b>167,397</b>    | <b>1,076,586</b> | <b>241,985</b> | <b>23,488,325</b>     | <b>41,279,982</b> |
| <b>Total assets</b>  | <b>3,727,706</b> | <b>15,154,579</b> | <b>184,827</b>    | <b>2,078,527</b> | <b>390,475</b> | <b>18,766,148</b>     | <b>40,302,262</b> |
| <b>Liabilities</b>   |                  |                   |                   |                  |                |                       |                   |
| <b>Current liabilities:</b>                                |                  |                   |                   |                  |                |                       |                   |
| Unrestricted cash overdraft                                | —                | —                 | —                 | —                | —              | —                     | —                 |
| Accounts payable   | 28,754           | 69,209            | 3,444             | 365              | 34,610         | 446                   | 136,828           |
| Deferred revenue   | —                | 46,510            | 307               | 10               | 2,097          | 2,689                 | 51,613            |
| Accrued interest payable - notes payable                   | —                | —                 | 2,661             | 184              | 1,568          | 351,792               | 356,205           |
| Current portion of notes and contracts payable             | —                | —                 | 2,946             | 8,367            | —              | 281,264               | 292,577           |
| <b>Current liabilities payable from restricted assets:</b> |                  |                   |                   |                  |                |                       |                   |
| Tenant and other deposits                                  | 235,911          | 66,233            | 1,080             | 31,700           | 34,690         | 260,967               | 630,581           |
| <b>Total curr. liabilities payable from restr. assets</b>  | <b>235,911</b>   | <b>66,233</b>     | <b>1,080</b>      | <b>31,700</b>    | <b>34,690</b>  | <b>260,967</b>        | <b>630,581</b>    |
| <b>Total current liabilities</b>                           | <b>264,665</b>   | <b>181,952</b>    | <b>10,438</b>     | <b>40,626</b>    | <b>72,965</b>  | <b>897,158</b>        | <b>1,467,804</b>  |
| <b>Non-current liabilities:</b>                            |                  |                   |                   |                  |                |                       |                   |
| Contracts and notes payable                                | —                | —                 | 334,628           | 544,725          | 222,722        | 26,903,889            | 28,005,964        |
| <b>Total non-current liabilities</b>                       | <b>—</b>         | <b>—</b>          | <b>334,628</b>    | <b>544,725</b>   | <b>222,722</b> | <b>26,903,889</b>     | <b>28,005,964</b> |
| <b>Total liabilities</b>                                   | <b>264,665</b>   | <b>181,952</b>    | <b>345,066</b>    | <b>585,351</b>   | <b>295,687</b> | <b>27,801,047</b>     | <b>29,473,768</b> |
| <b>Net Assets</b>  |                  |                   |                   |                  |                |                       |                   |
| Invested in capital assets, net of related debt            | —                | 8,649,733         | (206,314)         | 82,631           | 8,887          | (4,015,900)           | 4,519,037         |
| Restricted   | 3,340,681        | 4,310,112         | 36,137            | 100              | 10,375         | 319,071               | 8,016,476         |
| Unrestricted   | 122,360          | 2,012,782         | 9,938             | 1,410,445        | 75,526         | (5,338,070)           | (1,707,019)       |
| <b>Total net assets</b>                                    | <b>3,463,041</b> | <b>14,972,627</b> | <b>(160,239)</b>  | <b>1,493,176</b> | <b>94,788</b>  | <b>(9,034,899)</b>    | <b>10,828,494</b> |
| <b>Total liabilities and net assets</b>                    | <b>3,727,706</b> | <b>15,154,579</b> | <b>184,827</b>    | <b>2,078,527</b> | <b>390,475</b> | <b>18,766,148</b>     | <b>40,302,262</b> |



**IV. REPORT OF SECRETARY**  
**B. Section 8 and Low Rent Public Housing**  
**1. Section 8 Waiting List**  
*March 2011*

| <b>Wait List Time Based on # of HH Members</b> |       |       |     |     |     |     |     |     |     |     |     |       |
|--|-------|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| # HH Members                                   | 1     | 2     | 3   | 4   | 5   | 6   | 7   | 8   | 9   | 10  | 11  | Total |
| #Families                                      | 2,158 | 1,342 | 947 | 558 | 312 | 143 | 69  | 28  | 14  | 5   | 1   | 5,578 |
| Average Days                                   | 748   | 690   | 704 | 716 | 716 | 740 | 738 | 729 | 821 | 381 | 893 | 722   |

| <b>Wait List Based on Gender</b> |        |       |       |
|----------------------------------|--------|-------|-------|
| Gender                           | Female | Male  | Total |
| Total                            | 3,886  | 1,692 | 5,578 |

| <b>Wait List Based on Race</b> |            |       |       |                 |       |          |      |       |
|--------------------------------|------------|-------|-------|-----------------|-------|----------|------|-------|
| Race                           | Am. Indian | Asian | Black | Native Hawaiian | White | Multiple | Unk. | Total |
|                                | 69         | 185   | 678   | 51              | 4,222 | 83       | 290  | 5,578 |

| <b>Wait List Based on Ethnicity</b> |          |              |         |       |
|-------------------------------------|----------|--------------|---------|-------|
| HH Ethnicity                        | Hispanic | Not Hispanic | Unknown | Total |
|                                     | 1,001    | 4,470        | 107     | 5,578 |

| <b>Wait List Based on HH Type</b> |          |         |        |       |       |
|-----------------------------------|----------|---------|--------|-------|-------|
| Type                              | Disabled | Elderly | Family | Other | Total |
|                                   | 1,416    | 384     | 2,814  | 964   | 5,578 |



**IV. REPORT OF SECRETARY**  
**B. Section 8 and Low Rent Public Housing**  
**2. Public Housing Average Vacancy Days**

*Fiscal Year-to-Date*  
*April 2011*

**Average Vacancy Days - Public Housing**

| <b>Month</b>     | <b>Total Vacant<br/>Units</b> | <b>Total Counted<br/>Vacancy Days</b> | <b>Average Vacancy<br/>Days Per Unit</b> |
|------------------|-------------------------------|---------------------------------------|--|
| April 2010       | 38                            | 538                                   | 14.16                                    |
| May 2010         | 42                            | 589                                   | 14.02                                    |
| <u>June 2010</u> | <u>49</u>                     | <u>679</u>                            | <u>13.86</u>                             |
| July 2010*       | 2                             | 29                                    | 14.50                                    |
| August 2010      | 5                             | 93                                    | 18.60                                    |
| September 2010   | 6                             | 110                                   | 18.33                                    |
| October 2010     | 9                             | 219                                   | 24.33                                    |
| November 2010    | 13                            | 276                                   | 23.00                                    |
| December 2010    | 17                            | 312                                   | 19.50                                    |
| January 2011     | 22                            | 429                                   | 20.43                                    |
| February 2011    | 25                            | 461                                   | 19.21                                    |
| March 2011       | 28                            | 475                                   | 17.59                                    |
| April 2011       | 34                            | 514                                   | 15.12                                    |

\* Begin FY 2011 Reporting



**IV. REPORT OF SECRETARY**  
**C. Affordable Housing**

• **SECTION 8 AND LOW RENT PUBLIC HOUSING**

a) Section 8 Waiting List:: 5,578 (last month – 5,395). Statistically, the average wait time is about 2-3 years. However, there is a lag in the process. We are near 100% utilization of our vouchers, so there are few vouchers being offered each month. This will begin to markedly increase the number of applicants on the wait list and also the average wait list period. Given the above, new applicants should expect at least a 3-4 year wait.

b) Public Housing Average Vacancy Days: Vacancy days for the month of April 2011 were at 15.12 (last month – 17.59). Vacancy days are measured on a fiscal year basis. Our goal is 18 days and HUD rates 20 days or below as an “A”. This measurement reflects the time period between the existing tenant turning in the keys to the unit, the maintenance staff readying the unit for occupancy and the new tenant taking possession of the keys/unit.

c) Occupancy Rates:

\*Public Housing: 99% (last month – 100%).

\*Section 8: 101.6% (last month – 100%). Our monthly allocation of Section 8 HAP (Housing Assistance Payments) funds is 99%. Our goal of budget authority is 95% minimum.

We had 2,652 vouchers leased up in April (last month – 2,617). Twenty-six (26) new vouchers were issued, and 101 applicants with vouchers are searching for housing (last month 43 new, 108 looking).

d) Work Order Effectiveness:

Average maintenance response time for work orders is a major indicator that correlates closely with resident satisfaction and preservation of our capital assets. For April the average maintenance response time for emergency and routine work orders for the public housing portfolio reflected increased unit move outs and is as follows:

|                | <u>Avg. Response</u> | <u>Our Goal</u> | <u>HUD Standard</u> |
|----------------|----------------------|-----------------|---------------------|
| Emergency WO's | 2.44 hrs             | 3.0 hrs         | 24 hrs              |
| Routine WO's   | 3.03 days            | 3 days          | 25 days             |

• **AFFORDABLE HOUSING**

The Housing Authority owns or co-owns 1312 units of affordable housing. Of the 601 affordable housing units solely owned by HAWC, 521 units are consolidated for reporting purposes under our private property management group, Infinity Property Management, to provide consistent reporting. Aloha Park, a new acquisition, comprises the remaining 80 units; these are managed and reported on separately by Cascade Management.

a) Infinity-Managed Properties: 97.69% Occupancy (12 vacancies / 521 units), compared to 97.12% (15 vacancies) last month. NTR – 97%.

b) Aloha Park (Cascade Management) 98.75% Occupancy (1 vacancy/ 80 units), compared to 98.75% (1 vacancies last month).



- **MAINTENANCE ACTIVITIES**

Special Projects:

- Replaced vinyl flooring at one (1) Public Housing kitchen unit.
- Garage doors replacements were completed on two (2) Public Housing units.
- Pest control services were provided on three (3) Public Housing Units.

Turnovers:

- Completed turnovers on seven (7) Public Housing units with an average of 5.6 days per unit.
- Maintenance completed the interior painting on all of the turnovers using in-house staff.
- Cleaning complete on three (3) turnovers by in-house Maintenance staff.

Capital Fund Improvements on Public Housing

- Cabinets have been replaced in one (1) unit.
- Carpet has been replaced in two (2) units.
- Concrete replacements and upgrades on three (3) units.

Training

- Staff attended First Aid/CPR /AED training.



**IV. REPORT OF SECRETARY**  
**D. Programs and Special Projects**

- **PROJECT-BASED VOUCHERS**

In late 2009, the Housing Authority received approval to project-based 75 Housing Choice Vouchers. Twenty-five (25) were allocated to a “special needs” category, and 50 were allocated to a “chronically homeless” category, which supports Washington County’s 10-Year Plan to End Homelessness. Twenty-three (23) of the 25 vouchers in the “special needs” category are currently leased up, and new residents are being screened for the remaining available project-based voucher (PBV) units currently.

In the “chronically homeless” category, the Housing Authority has awarded up to 12 PBVs to Community Partners for Affordable Housing (CPAH) for use at their new site, the Knoll in Tigard, which opened in April 2011. CPAH will be partnering with the Veterans Affairs agency to provide services to chronically homeless veterans. The Housing Authority is also partnering on a Luke-Dorf Substance Abuse and Mental Health Services Administration (SAMHSA) project grant submission in partnership with the Mental Health and Special Needs Community Consortium. If the grant is awarded, the Housing Authority will authorize up to 90 chronically homeless PBVs over three years, (approximately 30 PBVs a year) to enable integrated treatment, permanent housing, and supportive services not covered by the Oregon Health Plan/Medicaid for chronically homeless persons experiencing mental and substance abuse disorders. This grant, if awarded, would allow Washington County to fulfill its 10-Year Plan to End Homelessness strategy to use project-based vouchers to provide 100 permanent housing units to chronically homeless persons by Year 5.

In 2011, the Housing Authority received approval to project-based an additional 100 Housing Choice Vouchers. Fifty-two (52) of these vouchers will be allocated to meet the requirements of the SAMHSA grant above, if an award is granted. The remaining 48 PBVs will be allocated based on serving Washington County’s “highest need” populations as determined by Washington County’s Consolidated Plan, the 10-Year Plan to End Homeless, and in consultation with community partners.



IV. REPORT OF SECRETARY  
E. Report on Homelessness

• **FY2010 MCKINNEY-VENTO CoC HOMELESS GRANT (\$2.1 MILLION)**

On April 28, the U.S. Department of Housing and Urban Development (HUD) announced approximately \$216,456 million in new competitive funding awards nationally. The Washington County Department of Housing Services is the Lead CoC Agency on behalf of the Beaverton/Hillsboro/Washington County COC (the HSSN) and received an award of \$134,460 to serve chronically homeless individuals with Shelter Plus Care permanent supportive housing. The HUD-funded award pays the rent assistance for homeless individuals, and is matched by service provider agencies providing individualized supportive services to include mental health, addictions treatment, HIV/AIDS, education, and employment supports.

HUD recently announced the Washington County FY2010 CoC Homeless Assistance grant application was the highest scoring competitive application (third year consecutive highest score) in the State of Oregon. This score reflects the collaboration and innovation of our community partners – our attention to detail and performance are reflected in the application we submit.

On January 19, 2011, the U.S. Department of Housing and Urban Development (HUD) announced \$1.41 billion continuum of care (CoC) competition awards to renew housing and related supportive services for people moving from homelessness to independent living. Washington County received a HUD award for \$1,994,339 million to renew funding for Supportive Housing (SHP) and Shelter Plus Care (SPC) programs.

The total FY2010 McKinney-Vento CoC Homeless Assistance grant award for Washington County is \$2,128,799.

• **FY2011 MCKINNEY-VENTO CoC HOMELESS GRANT**

On May 23, Washington County Department of Housing Services received notice from HUD's Office of Special Needs Assistance Programs (SNAPS) issuing the FY2011 Grant Inventory and supporting guidance in the pre-NOFA process. Congress passed a Continuing Resolution for the remainder of FY2011 that funded the programs operated by the Office of Special Needs Assistance Programs (SNAPS) at \$1.905 billion. This amount represents a small increase over our FY2010 appropriation, but does not fully fund the Administration's request of \$2.055 billion.

The Washington County Department of Housing Services is the lead CoC agency for coordinating the CoC system development and writing of the CoC grant application, and recently submitted the CoC's Housing Inventory Chart (HIC) and Point-In-Time (PIT) Homeless Count for January 2011. The HIC and PIT data is scored as a key component of the FY2011 competitive McKinney-Vento CoC Homeless Assistance grant application.



- **FY2011 EMERGENCY SOLUTIONS FORMULA PROGRAM (ESG)**

HUD has reviewed the appropriations law under the Continuing Resolution, and developed a plan of action for the remainder of FY2011. The current Emergency Shelter Grant (ESG) that provides funding for emergency shelter operations will be transformed under the proposed HEARTH Act to the Emergency Solutions Grant. The appropriation language directs HUD to implement the new Emergency Solutions Grant program at a level of at least \$225 million. This is an increase of at least \$65 million over the national FY2010 allocation amount of \$160 Million. HUD is currently making a final determination on the allocation amount for the new Emergency Solutions Grant and will soon provide that information.

Washington County Office of Community Development administers the ESG formula-funded program. In FY2010, the formula funding for Washington County provided \$88,350 as compared to \$122,532 estimated for FY2011 – a 39% increase in funding. The Emergency Solutions Grant, as amended by the HEARTH Act, will provide funding for shelter operations and a new activity under prevention and rehousing rent assistance which is a direct result of implementation and delivery of the ARRA Homeless Prevention and Rapid Rehousing Program (HPRP).

- **HEARTH ACT AND “OPENING DOORS” FEDERAL STRATEGIC PLAN**

With the proposed FY2011 budget cuts, the implementation of the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act may be phased-in to various HUD programs.

Signed in May 2009 by President Obama, the HEARTH Act reauthorizes the McKinney-Vento Act to:

- Amend the definition of homelessness to broaden the population of persons who can be served by federally funded homeless assistance programs;
- Replace the Emergency Shelter Grant with a new Emergency Solutions Grant that provides more flexible funding to include prevention of homelessness;
- Codify the Continuum of Care (CoC) model that has been administered by HUD;
- Legislate high standards of data reporting and performance measures.

A first-ever federal strategic plan (FSP) aimed toward preventing and ending homelessness was released on June 22, 2010, and aligns with the HEARTH Act.

*Opening Doors: The Federal Strategic Plan to Prevent and End Homelessness* adopts the “housing first” model and is the roadmap for joint action by the 19-member U.S. Interagency Council on Homelessness along with local and state partners in the public and private sectors. It will provide a reference framework for the allocation of resources and the alignment of programs to achieve our goal to prevent and end homelessness in America. To view a copy of the FSP visit [http://www.ich.gov/PDF/OpeningDoors\\_2010\\_FSPPreventEndHomeless.pdf](http://www.ich.gov/PDF/OpeningDoors_2010_FSPPreventEndHomeless.pdf)



- **HOMELESS PLAN ADVISORY COMMITTEE (HPAC)**

The Homeless Plan Advisory Committee (HPAC) met on April 28 to continue work on developing resources and policy to support key strategies of the county's 10-Year Plan to End Homelessness that will be championed by the HPAC. The HPAC supports a proposal to request funding to bridge the systems change implemented in 2009 that provides a universal point of referral for at-risk tenancies – a systems model with demonstrated outcomes as a result of hiring a housing specialist position and providing rent assistance for persons at risk of homelessness and for rapid rehousing of homeless persons.

The HPAC received a report on the Severe Weather Shelter outcomes, the 2011 Point-In-Time Homeless Count, the Recuperative Care Program, and updates on the June 4 town hall inviting the business community to extend “A Helping Hand” in addressing the needs of our vulnerable citizens.

The HPAC is scheduled to meet on July 21, 2011.

- **TOWN HALL “A HELPING HAND” (6/4/2011)**

The Interfaith Committee on Homelessness is hosting a town hall session with a focus on the business community's role in extending “A Helping Hand” to end homelessness in Washington County. Keynote speaker is Mr. Greg Van Pelt, CEO, Providence Health and Services. A panel discussion will follow with key leaders in the community who represent businesses and employment opportunities.

“A Helping Hand” will be hosted on Saturday, June 4, beginning at 8:30 a.m. at Cedar Hills United Church of Christ, 11695 SW Park Way, Beaverton. Service provider agencies will be present to provide program information and to begin networking opportunities. The event is open to the public.

- **HSSN HOSTS HEALTH CARE PROGRAM PRESENTATIONS (6/1/2011)**

To address the needs of health care for homeless persons and persons with special needs who have no health coverage, the June 1 HSSN meeting is focused on receiving information from four local health clinic and program providers, to include Essential Health Clinic, Project Access NOW, Pacific University Health Programs, and Virginia Garcia Memorial Health Center. The presentations will highlight program services, eligibility of persons for specific clinic/programs, intake and referral process, and an opportunity for provider agencies to engage with health care systems on reducing barriers experienced by persons seeking health care services.



- **BRIDGES TO HOUSING (B2H) PROGRAM**

The B2H Regional Steering Committee met on April 21 to receive the annual B2H Evaluation presented by Dr. Diane Yatchmenoff, PhD, Portland State University, Regional Research Institute for Human Services of the Graduate School of Social Work. Each of the four counties participating in B2H provided program updates on number of families being served, challenges and outcomes of the program, and sustainability plans for the program going forward.

A new two-year Phase V B2H project serving 5 households is proposed, and is dependent upon a \$50,000 request in the FY2011-2012 County General Fund budget to leverage state and federal resources, with a total project cost of \$191,000.

- **FY2012 FEDERAL LEGISLATIVE AGENDA – FAMILY STABILIZATION SERVICES**

On November 23, the Washington County Board of Commissioners received a list of projects for the Fiscal Year 2012 Federal Legislative Agenda. The legislative priority list includes a Family Stabilization Services program for homeless youth, under the Labor, Health and Human Services and Education Appropriation Bill.

The Family Stabilization Services program would augment the current runaway and homeless crisis system to effectively provide timely intervention to prevent youth homelessness and their entry into the criminal justice system. If funded, the Boys and Girls Aid Society would implement the program in partnership with the Washington County Housing Services and Juvenile Services departments.

- **THE SALVATION ARMY VETERANS AND FAMILY CENTER**

The Salvation Army has announced a Dedication Ceremony and Open House to be hosted at a new 48-unit Veteran's and Family Center program to be located at 14825 SW Farmington Road, Beaverton. The Open House will be held on June 22, beginning at 2 p.m. Tours of the facility will follow the ceremony.

The program will provide transitional housing and supportive services to homeless veterans – both unaccompanied veterans and veterans with spouse/children.

- **HUD-VETERANS AFFAIRS SUPPORTIVE HOUSING (VASH) PROGRAM**

Implemented in July 2010, the Housing Authority of Washington County in partnership with the US Veterans Affairs has provided 22 homeless veteran households housing within the HUD-VASH program, thus ending their homeless situation. To fully lease the 25 voucher program, outreach workers are actively seeking homeless veterans for referral to the VA CBOC or the VA Medical Center, where the veterans are screened for an array of housing programs and supportive services. Currently, three vouchers are available for homeless veterans.



On December 21, 2010, the Department of Veterans Affairs (VA) announced the VA's participation to enter client level data into the CoC's Homeless Management Information System (HMIS) – a process to be phased in over the next 12 months.

## V. OLD BUSINESS

- **TAX EXEMPTIONS FOR AFFORDABLE HOUSING**

Housing Authority staff received general approval from Chair Brian and Chair-Elect Duyck to proceed in discussion of a county-wide tax exemption program for nonprofit affordable housing providers. HAWC has requested a meeting with Mayor Truax of Forest Grove, and will check in with the Hillsboro and Beaverton School Districts.

The goal of this effort is to create a streamlined, consistent process for applying for and receiving a property tax exemption across Washington County. This initiative supports the Consolidated Plan recommendation for intergovernmental cooperation and consistency, and is one of the key strategies of the County's 10-Year Plan to End Homelessness.

- **ALOHA-REEDVILLE STUDY AND LIVABLE COMMUNITY PLAN**  
**Sustainable Housing and Communities**

Technical and Citizen Advisory Committees

The Technical Advisory Committee (TAC) and Citizen Advisory Committee (CAC) are being developed. Invitations will be sent to TAC agencies during the next week, and the TAC roster will be finalized towards the end of May.

Several groups have been invited to name a CAC representative (including the Aloha Business Association, CPO6 and CPO7). CAC applications are also available to the public, and anyone living in the study area is welcome to submit an application for the CAC. CAC structure will be approved by the Board in June, and will include some vacancies so we can bring in communities/leaders identified later in the process.

In addition to advisory committees, there will be a number of Key Stakeholders identified. These stakeholders will include organizations, agencies, and individuals who will receive CAC and TAC materials and be actively solicited for input throughout the process. There will also be many opportunities for residents and interested persons to get involved that will be defined as the public involvement plan is developed.

RFPs

Two contractor RFPs were issued—a 3-year contract for public involvement and a 1-year contract for housing and economic data analysis. Three proposals were submitted for each RFP, and after review and interviews, the County issued an Intent to Award to JLA for public involvement, and Leland Consulting for the housing and economic analysis. Board approval of the awards is scheduled for June 7.



### Project Kick-Off Open House

The first major project event has been scheduled! The Aloha-Reedville Study Community Kick-off Open House will take place on **Thursday, June 16, 4 - 7 p.m. at Aloha High School.**

This meeting will provide a project introduction to discuss some goals and objectives and identify some opportunities for public involvement. There may be some surveys or other information-gathering at the event, and a raffle for those who signed up for project mailing lists. The Aloha Business Association is being asked to collaborate on prizes.

### Project Mailer & Open House Announcement

A mailer has been sent to every household and business in study area (over 24,000) with the following information:

- Announcement of the Aloha-Reedville Study and Livable Community Plan and recognition of the TV Highway Corridor Refinement Plan effort
- Announce the project website: [www.co.washington.or.us/alohareedville](http://www.co.washington.or.us/alohareedville)
- Announce the TV Hwy website: [www.tvhighway.org](http://www.tvhighway.org)
- Announce the community kick-off event – June 16, 4 – 7 p.m. open house at Aloha High School
- Solicit applications for the Citizen Advisory Committee
- Provide an opportunity to join mailing list for future updates (email list and physical mail options will be available)
- The announcement will be in English and Spanish languages

The mailer has generated a great response already, including over 40 residents who requested CAC applications!

### Aloha-Reedville Study/ TV Highway Corridor Study Overlap

The City of Hillsboro will be conducting a study of the TV Highway corridor (as part of an ODOT Transportation Growth Management (TGM) grant). This project was originally timed to be completed ahead of the Aloha-Reedville project. However, timelines shifted and these two projects are now nearly-concurrent. The TV Highway Corridor Refinement Plan (CRP) is scheduled for completion in 12-18 months.

The TV Hwy study is concentrating primarily on transportation facilities rather than land use and community needs (i.e., social services, etc.). Washington County and Hillsboro will work to coordinate public involvement and joint advisory committee meetings for these projects. We will do our best to share information and get community comments and feedback to the appropriate agency and project team.



- **REGIONAL TRANSPORTATION MOBILITY COUNSELING PROJECT**

The *Regional Transportation Mobility Counseling* pilot project is a collaborative effort between HAWC, the Housing Authority of Portland, the Vancouver Housing Authority, and the Housing Authority of Clackamas County to implement an innovative pilot to help low-income families make informed housing and transportation decisions.

This program will provide low-income households receiving rental assistance with support and resources to make fully informed housing and transportation decisions. The goal of this pilot project is to develop an educational curriculum to provide clear, understandable, and complete information on combined housing and transportation costs and to assist families make housing choices that make the best use of limited income by reducing their total housing and transportation cost burdens. If the pilot program is successful, participating housing authorities will seek to integrate the program into their regular operations.

A grant award for \$60,000 in Metro Regional Transportation Options (RTO) funding was approved in December. A revised scope of work and budget for this pilot project was approved by Metro, and an RFP for consultant(s) to assist in developing the curriculum and tools for the program is being developed.

- **FY2011 VA-HUD VASH VOUCHERS**

The Housing Authority initiated its solicitation process in January for the next round of HUD-VA Veterans Affairs Supportive Housing (VASH) vouchers. This solicitation included persistent communication with Oregon Senators and Representatives, Washington County partners and the Departments of Housing and Urban Development (HUD) and Veterans Affairs (VA). Senators Merkley and Wyden, and Representative Wu have signed on to an Oregon Congressional Delegation letter to be sent to the VA.

- **HAWC and HOUSING DEPARTMENT REPORTS**

Staff is working to collect data for a HAWC annual report, to include demographics on the population accessing housing services, geographic data on public housing, affordable housing, and voucher clients, occupancy rates, lease-up rates, work-order efficacy, and other information and performance measures. The recent Auditor recommendations include a suggestion for a department-wide annual performance report.

The Auditor also suggested the creation and use of a resident survey. A proposed resident survey was reviewed by the Housing Advisory Committee and is being tested at Tarkington Square in Hillsboro and the Villager apartments in Forest Grove. It may be further revised based on the results of this test run.



- **REGIONAL HOMELESSNESS AND AFFORDABLE HOUSING ASSESSMENT**

Staff is working with staff from the City of Portland Bureau of Housing to develop a fair and realistic assessment of affordable housing resources and investment across the region. This effort is being undertaken partially to address serious inconsistencies in the draft regional analysis that has been brought up by some elected officials. Staff hopes to use this opportunity to not only assess expenditures and resources region-wide, but develop regional tools, strategies, and partnerships to assist low-income and homeless residents.

- **AFFORDABLE HOUSING REPORT FOR BOARD RETREAT**

Staff had been invited to develop and present a primer on affordable housing at the Board retreat. Staff had hoped to present information on the affordable housing policy context, some data on region-wide resources and spending, and information on a variety of tools and incentives that could be used to develop a voluntary program that would provide meaningful encouragement for affordable housing development in Washington County.

The Board, however, decided to hold a short retreat on May 18 that did not include staff-initiated policy discussions. It is not clear whether a Board retreat addressing staff-initiated policy issues will take place this year. Staff will continue to work on the white paper and proposal, and will continue to seek and incorporate feedback from HAC, as well as other policy-makers and stakeholders.

## VI. NEW BUSINESS

- **REGIONAL SUSTAINABLE COMMUNITIES PLANNING GRANT, ROUND 2**

Metro hosted a meeting on May 2 to update on housing and equity-focused projects in the region, as well as discuss the possibility of a round 2 Regional Sustainable Communities Planning grant application.

### Regional Sustainable Communities Planning Grant—Round 2

Metro coordinated a grant application for Sustainable Communities funding in 2010. The Portland Metro Consortium consisted of a number of local community organizations and government agencies. The original grant proposal requested funding to develop a Housing Equity and Opportunity Strategy for the region. The proposed strategy would be used, in conjunction with other Metro policies and strategies, to support an overall Sustainable Communities policy for the region.

Our grant application was not funded in the first round, though several projects working on equity and affordable housing issues have started and/or moved ahead since the grant proposal was submitted. HUD feedback indicates that successful grant proposals included more specific actions, more clarity on how grant-funded activity would create or contribute to a regional Sustainable Communities plan that



addresses all six Livability Principles, and more defined outcomes—including pilot and/or demonstration projects.

The second-round grant proposal could re-submit a refined Housing Equity and Opportunity Strategy planning proposal, or develop a different aspect of the overall regional Sustainable Communities Plan, or serve some other related purpose (such as developing a detailed implementation plan). Consortium members and other interested partners should consider regional needs and current projects, and make suggestions for a new or revised grant proposal at the next Metro meeting.

HUD has indicated that the NOFA for the FY2011 Regional Sustainable Communities Planning Grants will be released very soon. Metro will convene a follow-up meeting to discuss possible grant proposals, governance, and partner capacity for assisting in proposal development.

#### Preferred Sustainability Status Bonus Points

Preferred Sustainability Status Bonus Points are available to applicants for several HUD-funded programs for FY2011. Washington County, as a Challenge Grant recipient, has Preferred Sustainability Status for the Aloha-Reedville study area, and may certify projects in the grant area for the lifetime of the grant (through early 2014). Metro was granted Preferred Sustainability Status for the next year, and may certify projects in the rest of the region. In order to be certified, projects/applicants should be:

1. engaged in activities that furthers the purposes of the Regional Planning Grant Program or the Challenge Grant Program; and
2. be for activities either directly reflect the Livability Principles, or will result in the delivery of services that are consistent with the goals of the Livability Principles; and
3. The applicant must commit to an on-going relationship with a HUD Preferred Sustainability Status Community for the purposes of being part of the planning and implementation processes in the designated area.

Washington County will work with Metro to ensure that we have a reasonably consistent method of evaluating and certifying projects. Applicants with certified projects will receive 2 bonus points on funding applications to selected programs.

The FY2011 General Section NOFA, including a list of funding opportunities that will include bonus points, is available for download here:

[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/administration/grants/nofa11/2011gensecanncmt](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/nofa11/2011gensecanncmt)



- **SUBSTANCE ABUSE & MENTAL HEALTH SERVICES ADMINISTRATION (SAMHSA) PROJECT**

The Housing Authority is collaborating with Luke-Dorf and the new Mental Health and Special Needs Community Consortium (MHSNCC) on submission of an application due May 27, 2011 for a SAMHSA Cooperative Agreements to Benefit Homeless Individuals (CABHI) Grant. This Grant, if awarded, will bring \$1.5 million in funding to Washington County, over a three-year period, to provide a complete continuum of services and supports to chronically homeless individuals with mental health and/or substance abuse disorders. The Housing Authority will be pledging 90 Project-based Section 8 Vouchers for chronically homeless persons to be allocated over the next 36 months in support of this grant. For reference, 90 PBVs provide a subsidy of about \$2.144 to \$2.548 million per year, depending on whether the resident or the owner is responsible for paying utilities.

- **PROPERTY MANAGEMENT REQUEST FOR PROPOSAL AWARD**

The Housing Authority issued the required legal advertisement and Request for Proposal (RFP) document on March 17, 2011. A total of four (4) proposals were received by the due date and time of 3:00 p.m., April 26, 2011. The proposals were scored and on May 17, 2011, a Notice of Intent to award a contract to Infinity Property Management was published. The 3-year contract is effective July 1, 2011.

- **HAWC FY2011-2012 BUDGET**

A special meeting of the Housing Authority Board of Directors (HABOD) will meet on June 28, 2011 to review and approve the HAWC FY2011-2012 Budget. This meeting is an evening session.

## VII. ADJOURNMENT