

HOUSING **A**DVISORY **C**OMMITTEE



**Thursday, March 22, 2012
9:00 a.m.**

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



TABLE OF CONTENTS

I. AGENDA Page 3

II. MEETING MINUTES, February 23, 2012 Page 4

III. ORAL COMMUNICATIONS

IV. EXECUTIVE DIRECTOR’S REPORT Page 14

V. STAFF REPORTS

 A. Financial Statement..... Page 18

 B. Section 8 and Low Rent Public Housing..... Page 27

 C. Affordable Housing Page 30

 D. Special Projects..... Page 32

 E. Report on Homelessness Page 34

VI. OLD BUSINESS.....Page 39

VII. NEW BUSINESS.....Page 42

VIII. RESOLUTIONS/ACTION ITEMS Page 42

IX. ADJOURNMENT

Next Meeting:

Thursday, April 26, 2012

2012 Meeting Schedule
March 22
April 26
May 24 - Budget
June 28
July 26
August 23
September 27
October 5 – Retreat (Tentative)
October 25
November 15
Friday, December 7 - Luncheon



HOUSING ADVISORY COMMITTEE
Department of Housing Services
March 22, 2012 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. February 23, 2012 Meeting Minutes
- III. DISCUSSION - ORAL COMMUNICATIONS and MEMBER UPDATES**
- IV. EXECUTIVE DIRECTOR’S REPORT**
- V. STAFF REPORTS**
 - 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
- VI. OLD BUSINESS**
- VII. NEW BUSINESS**
- VIII. RESOLUTIONS/ACTION ITEMS**
- IX. ADJOURNMENT**



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
February 23, 2012, 9:00am

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 Laurie Butler
Peter Hainley David Nase
Ron Lehr Donna Pottle
Carol Gakin Renee Bruce
Juliet Parrott

COMMITTEE MEMBERS ABSENT

STAFF PRESENT

Val Valfre, Executive Director
Kim Armstrong, Program Coordinator
Gary Calvert, Asset Manager
Michael O'Neill, Financial Manager
Annette Evans, Homeless Services Coordinator

GUESTS PRESENT

Tricia Peterson, HABOD
LaShanda Williams

Chair Bruce called the meeting to order at 9:03 a.m.

I. ROLL CALL - A quorum was present.

II. ACTION - APPROVAL OF MINUTES

Motion: Approve the minutes from November 17, 2011— Ramsay Weit

Second: Ron Lehr

Vote: All approve

III. DISCUSSION - ORAL COMMUNICATIONS

- The group started with introductions.
- Laurie Butler commented that housing development seems to be picking up slowly.
- Ramsay Weit noted that the new format of the HAC report is very informative and useful. Several other HAC members concurred.

IV. EXECUTIVE DIRECTOR'S REPORT

• New Housing Authority Board Directors

Ramsay Weit and Tricia Peterson were appointed to Housing Authority Board of Directors as of January 24, 2012. The HABOD bylaws were also updated to allow Board Directors to reside outside the County, as long as they have work interests in Washington County.

The following new Directors have four-year terms, expiring 12/31/2015.



- Ramsey Weit, At-Large Member
- Tricia Peterson, Housing Authority Resident Member

- Upcoming HAC Vacancies

The HAC has three upcoming vacancies due to current terms expiring on 3/31/2012. Two vacancies are for Housing Authority Resident Member positions, and the other is an At-Large position.

Terms expiring on 3/31/2012 are:

- David Nase, At-Large
- Carol Gakin, Housing Authority Resident Member
- Juliet Parrott, Housing Authority Resident Member

Normally HAC terms are three years. However, in order to balance term expiry dates, this recruitment includes one three-year At-Large term (expiring 3/31/2015), one three-year Housing Authority Resident term (expiring 3/31/2015), and one two-year Housing Authority Resident term (expiring 3/31/2014).

David Nase is interested in renewing his term, and LaShanda Williams and Tricia Peterson have submitted applications for HAC appointments as Housing Authority Resident Members.

- Housing Authority of Washington County—High Performing Housing Authority

Val Valfre commended staff efforts that resulted in high scores on HUD performance measures. HAWC has regained High Performed Status.

- Continuity of Operations Plan (COOP)

The COOP is a County plan to insure that necessary services can be provided in the event of an emergency or disaster. The plan provides a model for delivering services to Housing clients and other County residents.

- Department of Housing Services Budget

Budget updates and decisions were detailed in the packet and discussed with HAC members. The Departmental budget was impacted both by significant Section 8 Administrative fee cuts and increased expenses as a result of rising insurance costs, Cost of Living Adjustments (COLA), and increased County overhead charges. In order to cover these shortfalls, the Department secured a one-year waiver of bond reserve payments and initiated a 10% staff reduction. Ramsay Weit asked for clarification on the bond reserve waiver. Val Valfre stated that this waiver adds an additional year to the time needed to set aside bond reserves, and will not require an additional payment in FY2012.

Staff levels beyond December 31, 2012 will depend on Congressional budget allocations for CY2013.



- Housing Program and Development Updates

Val Valfre has written a letter requesting Senator Merkely to support allocating additional HUD-VASH vouchers to the Housing Authority of Washington County. The Department is also working on a veterans' supportive housing grant effort.

The Department is also facilitating an ownership transfer at Farmington Meadows, which is a 'big-P' preservation project (i.e., has HUD rental subsidies) that is seeking Consolidated Funding Cycle (CFC) funding through the state. The Housing Authority initially provided private activity bond funding as a pass-through in the late 1990s to develop Farmington Meadows. Currently, the Housing Authority shared some historic records for the bonding process and facilitated some zoning issues with Land Use and Transportation (LUT). The Department will also provide a letter of support for the project.

The Housing Authority has solicited proposals for project-based vouchers for extremely low-income families and anticipates award selections in March.

Tax exemption programs and affordable housing in North Bethany have received recent media attention. There will be an open house to discuss affordable housing in North Bethany this evening.

- Upcoming Events

Val Valfre is working to schedule a bus tour for the Board of Commissioners to visit a successful workforce housing development in Clackamas County.

V. STAFF REPORTS

A. Financial Statement

Michael O'Neill presented financials. The income statement year-to-date looks positive—the department is currently slightly ahead of budget in several program areas.

Historically, HUD Section 8 Administrative fees have been funded by Congress at 91% of the total amount calculated to run the Section 8 program. Historically this has been sufficient for us to run the program.

In FY2011, Section 8 Admin fees were projected to be at 83%. This required Washington County to deplete reserves and transfer local funds to cover the reduced revenue. Funding was actually received at 85%. Each percent change is roughly equivalent to \$20,000 for Washington County Housing Authority.

FY2012 is estimated to be funded at 75%--a decrease of 10%/\$200,000. Because the Housing Authority expended reserves to maintain staffing in FY2011, and cannot cut Section 8 staff without reducing voucher lease-up rates, HAWC took steps discussed in the report (bond reserve waiver, other staff cuts) to maintain Section 8 staff levels.



The President's Budget for FY2013 projects Section 8 Admin to be funded at 81%. HAWC needs 86-87% funding to maintain the program as currently staffed. Options for FY2013 will need to be assessed when the budget is finalized.

Ron Lehr asked how other Housing Authorities are managing these cuts. Val Valfre commented that he may learn more at the Oregon Housing Authorities meeting in Salem. Small housing authorities with less diverse funding streams are struggling to maintain their programs.

Centralizing some processes may be an option for some housing authorities. Merging with other regional agencies is another possibility for some programs. HAWC is somewhat restricted to staffing decisions and furloughs supported by County policy, which does not generally support furloughs unless they are clearly temporary (with a clear end date). Reducing staff hours can also make it difficult to maintain lease-up rates.

HAWC has already outsourced its property management for the affordable housing portfolio to Infinity Property Management. It is unlikely that additional savings could be gained by changing the property management structure.

B. Section 8 and Low Rent Public Housing

- Average vacancy days per unit is 14.19. Twenty days and under is rated as outstanding. Two Public Housing maintenance positions have been lost, which may mean that vacancy days and work order response times increase. HAWC is well under HUD goals, so some increases are possible while maintaining HUD high-performer standards.
- Occupancy rates remain very high in public housing and for Section 8 vouchers.
- The Public Housing and Section 8 Unified Waitlist have been closed to new applications as of September 1. The waitlist is currently over 5,900.

Ramsay Weit asked if Family Self-Sufficiency (FSS) participants have access to Individual Development Accounts (IDA) programs. Val Valfre responded that this is available, though participation is lower than we would like. The FSS committee will continue to work on improving participation.

Val Valfre provided a brief overview of the FSS program. The program encourages participants to increase earned income by setting aside matching funds in an escrow savings account that may be used to achieve personal goals—such as paying for education, starting businesses, etc. Peter Hainley suggested that HAWC consider a screening program for FSS participants. Val Valfre will follow up on this with Peter Hainley.

LaShandra Williams discussed some of the programs offered through the Portland Housing Center. Some of these classes and outreach methods may be useful for the HAWC program.



Peter Hainley mentioned that IDA programs work well when combined with case-management efforts, and offered to do a presentation on the program at a future HAC meeting.

C. Affordable Housing

- Occupancy rates remain high in affordable housing.
- Holly Tree recently had a rent increase of about \$20 per unit as of May 1, 2012.
- Tarkington Square will have new exterior lighting installed shortly. Other capital improvements are under consideration to draw down capital reserves.

Michael O'Neill commented that the affordable property rents were reduced as a result of the decreased debt-service expenses due to bond restructuring. This made it difficult to generate the cash flow that HAWC had committed to in this program.

Ramsay Weit mentioned that HUD is planning to raise minimum rents from \$25-50 to \$75 a month.

Val Valfre commented that the Department is exploring the possibility of selling Aloha Park. New regulatory changes may mean that a sale would allow HAWC to capture the equity in the property as unrestricted funds. A sale would include a significant rehab of the property. Ron Lehr commented that if a sale would provide funds to use for development or other projects, it could be beneficial. Ron Lehr suggested that MercyCorp may be interested.

Peter Hainley expressed concern about selling the project and using funds to rehabilitate other properties rather than creating additional affordable units. Val Valfre reiterated that this is still an exploratory discussion.

D. Special Projects

- Project-Based Vouchers

HAC members commented that the tables provided good information on the project-based voucher program.

Val Valfre stated that the Housing Independence development was not awarded HUD Section 202 or HOME funding and will not move forward at this time. The vouchers awarded to this project will return to the available pool for other projects.

E. Report on Homelessness

Annette Evans presented the following report. There have been a number of events, as well as Federal reporting and long-range strategic planning updates for the Homeless programs.



- 2012 Point in Time Homeless Count—January 22-31, 2012

No additional information was presented at the meeting.

- Key Leader Briefing—January 26, 2012

One of the significant take-aways from the Key Leader Briefing and other presentations by Philip Mangano, the former Director of the US Interagency Council on Homelessness, was the need to develop a cost study to illustrate the value of funding homeless programs in Washington County.

Vision Action Network (VAN) will lead this project, along with other partners including the Housing Authority. An ad-hoc committee has been formed to discuss the project, and will meet in March. The Homeless Plan Advisory Council (HPAC) and the HAC will receive updates as this project moves forward.

- Project Homeless Connect—January 27, 2012

Project Homeless Connect was held from 9am-4pm on Friday January 27 at Sunrise Church.

- Severe Weather Shelters in Washington County

There will be a debrief on the SOS-Shelter enrolled program at Sunrise Church in March. As an enrolled program, there were some landlord and Fair Housing requirements in force this year that have not been applicable for drop-in programs in prior years.

Churches serving as drop-in Severe Weather Shelters will update the Interfaith Committee to End Homelessness tonight.

Some churches in unincorporated Washington County are considering allowing long-term parking for homeless families. However, there are potential landlord and Fair Housing issues if vehicles are allowed to remain parked for over two weeks. Implications will be considered and discussed.

- HEARTH Act Implementation Begins January 2012

The new HUD definition of homelessness has been released. New CoC contracts will incorporate the new homeless definition as programs renew with new funding.

The 2013 President's Budget includes a 17% increase in funding for Homeless programs. \$286 million of this increase is for the Emergency Solutions Grant program. This program will be required to coordinate more closely with the County as the lead agency for the Continuum of Care.

Some CoC programs will operate without contracts until HUD can incorporate HEARTH Act regulations into the County contract.



- Continuum of Care (CoC) Check-Up Process

The Washington County CoC has opted to do a self-assessment in order to be eligible for technical assistance. This will require that the CoC plan coordinates with other HUD plans, including the Consolidated Plan.

- Year 4 Work Plan, Implementation of the 10-Year Plan

No additional information was presented at the meeting.

- Anti-Poverty Strategies Plan

No additional information was presented at the meeting.

- Bridges to Housing Program, Phase 5 Project (2011-2013)

This program aims to end homelessness for high-needs homeless families. The program will be evaluated through a partnership with Portland State University, and the final report should be released in the next few months.

The program found that some families in Phase 2 found it difficult to remain housed after the program support ended and rents increased. B2H families are already on the Section 8 waitlist, and efforts are underway to determine possible strategies for getting them enrolled in Section 8 as their B2H assistance expires.

- Supportive Services for Veteran Families (SSVF) Program

A four-county application has been submitted to request funding from the Supportive Services for Veteran Families program. This is a rural consortium project and could provide \$180,000 to Washington County for rent assistance, deposits, and case management for veteran families.

Renee Bruce commented that the partnership within County agencies also resulted in an award of some CDBG rental assistance funding.

VI. OLD BUSINESS

- Tax Exemptions for Affordable Housing

HAC members commented that the table update provided useful information.

Val Valfre will update the Board of Commissioners on jurisdictional support for this program soon. The Tualatin Valley Fire & Rescue (TVF&R) Board has approved this program for a three-year pilot.

- Aloha-Reedville Study and Livable Community Plan

The CAC meeting on February 8, 2012 included background education and review for CAC members on Metro policy and Federal, State, and local regulatory and guidance policies related to housing. The March meeting will include an overview of transportation policies and guidelines.



The TAC meeting has been delayed until March, to allow additional refinement of reports prior to the meeting.

Project staff will be providing more intensive education and work-shopping for committee members.

Ramsay Weit asked if there was an updated housing report for this project. Kim Armstrong clarified that a great deal of updated information was available in the Existing Conditions Appendices.

The current Existing Conditions report and all appendices are available on the project website at

<http://www.co.washington.or.us/LUT/PlanningProjects/alohareedville/document-and-maps.cfm>.

The Aloha-Reedville project will host a meeting with regional staff members from DOT, EPA, HUD, and the Grant Technical Representative from the HUD Office of Sustainable Housing and Communities on March 1 at the Sequoia Mental Health facility on 185th in Aloha.

- Regional Transportation Mobility Counseling Project

This project has been delayed in order to allow the pilot project to incorporate regional Opportunity Maps data.

- Regional Opportunity Mapping Project

No update was presented at the meeting.

- Workforce Systems, Inc.

No update was presented at the meeting.

VII. NEW BUSINESS

- Workforce Systems, Inc.

Staff had initial discussions with WorkSystems, Inc. about partnering to develop a grant proposal with regional WIAs and Housing Authorities. Due to the impacts of recent staff cuts and emphasis on maintaining lease-ups, staff has determined that there is not sufficient capacity to increase the number of clients receiving the intensive case management that this program requires.

VIII. RESOLUTIONS/ACTION ITEMS

- 2011 HAC Retreat Minutes

Minutes from the HAC Annual Retreat in October were reviewed. Renee Bruce did not attend the annual retreat and was mistakenly listed as attending.

Motion: Approve the minutes from the HAC Annual Retreat with one correction—
Juliet Parrot

Second: Ron Lehr

Vote: All approve



- HAWC and Housing Department Reports

Ramsay Weit commented that the annual report looked good. He also asked if the survey report could address what the Department learned and what may be addressed as a result of the resident survey.

Tricia Peterson suggested that she would like to see an increased focus on engaging residents in the program and developing a sense of community.

Gary Calvert pointed out that the Resident Advisory Board (RAB) meets quarterly. Peter Hainley asked if there were funds budgeted for resident services and/or resident engagement, and suggested that this may be an idea to explore. The idea of hosting the RAB or other resident meetings in different locations (rather than in Hillsboro) and providing food may increase attendance and participation.

Some residents are not interested in becoming more involved—but it may be useful to make some changes to more effectively engage the residents that are willing and able to become more active. Tricia Peterson suggested that it may be possible to foster some leadership in the community to reach out to additional residents—using a train-the-trainer model or something similar.

Ron Lehr commented that developing a sense of community may benefit residents.

Kim Armstrong stated that the resident survey does suggest that there may be value in increasing resident engagement. It may be possible to identify survey respondents who indicated that they would be willing to participate in additional research and do a focus group or other event to do some work on developing a more robust engagement program.

Juliet Parrot pointed out that the RAB meetings are not well publicized, and that Tarkington Square meetings are no longer taking place. She commented that meetings need more structure and facilitation in order to be useful. She stated that she has not seen opportunities promoted to get involved with the community, and commented that she feels that residents easily become isolated and disempowered. For many residents, these communities are their permanent homes, and providing an opportunity for residents to feel that they are part of the larger community would be extremely valuable.

Gary Calvert clarified that the affordable properties (including Tarkington) are not included in RAB notices. Ron Lehr suggested that some of the larger housing authorities may be able to suggest useful strategies for increasing resident engagement. He stated that residents who feel invested in their communities will be more likely to take better care of their units and their properties, which would benefit the Housing Authority.

Peter Hainley reiterated that residents should be engaged in this process from the beginning—to let residents see that their feedback is being used and that resident engagement is encouraged and valued.



Renee Bruce commented that increased resident engagement may also help move residents who responded as “neutral” or “less satisfied” towards being more satisfied with the services provided by Housing Services.

Michael O’Neill reminded the HAC that the RAB is a HUD requirement for public housing residents (Low Income Public Housing and Section 8) only. Federal statutes require Housing Authorities to solicit comments from public housing authority residents on the proposed Public Housing Agency Plan and its policies. Comments and any responses to comments must be included in the final plan for approval.

Motion: Recommend HAWC/DHS Annual Report to the Board of County Commissioners— Peter Hainley
Second: Ramsay Weit
Vote: All approve

IX. ADJOURNMENT

Meeting adjourned at 11:00a.m.

Adolph “Val” Valfre, Jr.
Secretary/ Executive Director



IV. EXECUTIVE DIRECTOR'S REPORT

The Housing Authority celebrated the accomplishments, service and longevity of its staff during Employee Recognition Week, March 5-9. The Housing Authority, like all productive organizations, depends significantly on the initiative, dedication and accountability of its employees. This was demonstrated last month in the recognition by HUD of our "high performer" status.

Six (6) HAWC staff members were recognized for reaching milestone service anniversaries this year. Congratulations to our six (6) awardees. It is through their efforts and those of their peers that HAWC is able to extend its relevance into the community beyond its traditional HUD program roles. Let me identify a few examples of these programs:

The Department's Homeless Programs are a key component in the success of the County's Continuum of Care network of housing and service agencies and the County's 10-Year Plan to End Homelessness. Yet in most counties in this state, the Homeless programs - if applicable - are not led by the Housing Authority, but by other social /public agencies. It was thus pleasing to note that on March 13 HUD Secretary Shaun Donovan awarded nearly \$201 million to 731 new local homeless programs across the country—including Washington County. Our award amount was \$126,060 in new federal funds to administer the 5-year funding award for 3 units of Shelter Plus Care rent assistance serving chronically homeless individuals. This grant, in addition to the funding award announced December 20, 2011, brings Washington County's CoC total grant funding to \$2,103,875. Well done, Annette.

The Housing Authority has completed its first year as the co-lead Washington County agency for the HUD/DOT Aloha-Reedville Study and Livable Communities Planning Grant. This is a challenging project involving multiple grants and diverse oversight committees -- yet it is striking a responsive chord and generating excitement in the Aloha-Reedville community. This is a "blue ribbon" project and has the close attention of HUD, DOT and EPA. This also marks the first time that the departments of Housing Services and Land Use and Transportation have integrated and coordinated their resources in support of a major innovative project.

The Housing Authority is also working a Memorandum of Understanding with Work Systems on a regional Workforce Innovation Grant. This grant, in collaboration with the other regional housing authorities and WorkSystems partners, is an awesome opportunity to assist up to 50 of our residents to gain tailored access and assistance to the many special Workforce programs leading to internships, on-the-job training, and eventually living wage jobs.

Finally, HAWC has taken a positive role in supporting State funding for Washington County affordable housing development. This has been accomplished through strategically allocating its project-based vouchers to encourage the leveraging of



State funding through the Consolidated Funding Cycle into new affordable housing construction projects. These projects consistently address the highest need criteria of the County's Consolidated Plan and the 10-Year Plan to End Homelessness.

- **Proposed Appointments to the Housing Advisory Committee (HAC)**

The HAC has three upcoming vacancies due to current terms expiring on 3/31/2012. Two vacancies are for Housing Authority Representative positions, and the other is an At-Large position.

Terms expiring on 3/31/2012 are:

- David Nase, At-Large
- Carol Gakin, Housing Authority Resident Member
- Juliet Parrott, Housing Authority Resident Member

Normally, HAC terms are three years. However, in order to balance term expiry dates, this recruitment includes one three-year At-Large position (expiring 3/31/2015), one three-year Housing Authority Resident Member term (expiring 3/31/2015) and one two-year Housing Authority Resident Member term (expiring 3/31/2014).

David Nase has expressed interest in renewing his position on the HAC, while Juliet Parrott and Carol Gakin have decided not to reapply. The Housing Authority will recommend the following appointments at the Board's Work Session on March 20, 2012:

- David Nase, At-Large (expiring 3/31/2015)
- Tricia Peterson, Housing Authority Resident (expiring 3/31/2014)
- LaShandra Williams, Housing Authority Resident (expiring 3/31/2015)

Appointments are expected to be approved at the April 3 Board of Commissioners meeting. New HAC members should be available to serve at the HAC meeting on April 26, 2012.

- **Housing Authority/Housing Services Annual Report**

The HAWC/DHS Annual Report was presented at the BOCC Work Session on March 6, 2012 by Val Valfre and Kim Armstrong. The presentation was well received and the few comments generated by the Board were favorable.

This Work Session also resulted in a phone interview that same afternoon between Dana Tims, an Oregonian newspaper reporter and Val Valfre on the September 2011 closing of the HAWC wait list and its impact. The article was posted on March 6, and is available online at:

http://www.oregonlive.com/washingtoncounty/index.ssf/2012/03/sluggish_economy_has_washingto.html

Additional material was forwarded to Mr. Tims on the Family Self-Sufficiency Program for a possible follow-up article.



- **Moving To Work**

HUD recently announced that applications would be accepted for four (4) Moving To Work (MTW) slots for FY2011. Applications are due June 27. MTW is a demonstration program and allows PHAs to design and test innovative, locally-designed housing and self-sufficiency strategies for low-income families. It permits PHAs to combine assistance received under Section 8 and Section 9 (Public Housing) into a single agency-wide funding source by allowing certain exemptions from existing public housing and Housing Choice Voucher rules. While the program has merit, its future is highly contested in Congress. The current 34 MTW agencies have considerable flexibility in determining how to use program funds to most effectively provide housing and related services to low-income families based on local strategies. Section 204 of the 1996 Act also requires MTW agencies to establish a reasonable rent policy designed to encourage employment and self-sufficiency by participating families. This is one of the areas where advocates disagree as to what is “reasonable” and what is meant “to encourage”, and whether PHAs, not HUD, can set local time-limits for use of these subsidy programs.

It is anticipated that over 1500 Housing Authorities are eligible to apply for these four (4) slots. Several of these Housing Authorities are likely to be recipients of national HOPE VI awards. Given the extreme competition for these limited slots, our ongoing commitment to the Aloha-Reedville Study project, and our decreased staffing levels due to budget shortfalls, the Housing Authority does not currently have the capacity to develop a competitive proposal for this application round, but hopes to position HAWC for a future application cycle – should there be one.

- **Budget Cut Impacts**

Last month, Ron Lehr asked how other Housing Authorities are managing current budget cuts. At the Oregon Housing Authorities meeting, most Housing Authorities reported that they are struggling to retain sufficient staff to run their programs.

The Housing Authority of Clackamas County (HACC) is a local example. HACC cut staff and streamlined operations in response to 2011 funding shortfalls, and has a \$200,000 budget gap to fill for 2012. One option that HACC is considering is the formation of a two-county consortium with Home Forward (formerly the Housing Authority of Portland) to administer Section 8 Federal housing subsidies. The consortium agreement is still being developed, and there are many issues to be resolved regarding impeding client access, loss of community income and loss of living wage jobs in Clackamas County. The proposal has also been challenged by Legal Aid and HACC employees. The proposal is scheduled to go before the Clackamas County Board for a public hearing on March 15, 2012. The Oregonian article is listed here: http://www.oregonlive.com/oregon-city/index.ssf/2012/03/housing_authority_of_clackamas.html



- **Upcoming Events**

The Department has scheduled a bus tour on March 20, 2012 for members of the Board of Commissioners to view successful models of Workforce Housing that might work well in North Bethany and in other Washington County locations. Chair Andy Duyck, Commissioner Greg Malinowski, and County Administrator Bob Davis have agreed to attend. An alternative tour date will be identified for Commissioner Bob Terry. These excellent properties were developed by noted housing developer Anna Geller near the Clackamas Town Center and feature quality construction and amenities that might be applicable in unincorporated areas like North Bethany and Aloha-Reedville, as well as in incorporated areas of Washington County. Val Valfre and Ramsey Weit will host the event.



V. STAFF REPORTS
A. Financial Statement
1. Financial Report to the Housing Advisory Committee
January 2012

Cash Flow:

Along with comparison to budget, comparison to prior year is shown for all programs. The prior year amounts are 7/12 of the actual amounts for the entire fiscal year. **All amounts are Fiscal Year to Date unless otherwise noted.**

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 seven months of the Fiscal Year, cash flow from operations of negative \$13,032 fell short of the budgeted amount by \$45,353, and of the prior year by \$107,021.

Section 8 had negative cash flow of \$67,456, which was \$2,721 unfavorable to budget. Positive variances through December 2011 are eliminated by a \$27,624 reduction in monthly Administrative Fees from HUD, beginning in January, which will continue through December 2012. The resulting loss will be offset by transfers from the local fund made possible by a deferral of contributions to the County Affordable Housing Bond Reserve.

Public Housing had negative cash flow of \$252,494, which was \$95,055 unfavorable to budget, of which \$55,000 was due to the HUD offset and the rest due to high maintenance outside purchases and supplies. We will continue to lose \$55,000 per month through September, from the HUD offset, and this will be taken from existing Public Housing cash reserves.

Aloha park had positive cash flow of \$76,060, which was \$22,479 favorable to budget. All cash generated by Aloha Park is restricted for use by that property.

Affordable Housing cash flow from operations of \$193,174 is favorable to budget by \$19,594 and to the prior year by \$21,999. This improvement from prior months is due to receiving HUD approval to pay for \$40,172 of current and prior year outside purchases from replacement reserves, which are restricted cash. The cash flow exceeds the amount required to fund County bond reserves year to date by \$37,053. However, the County bond reserve contribution is waived this year and will be used to offset the Section 8 Administrative Fee shortfall.

Statement of Net Assets (Balance Sheet) –

Section 8 has negative unrestricted net assets of \$598, but this is likely to improve to above zero when HUD determines the final Administrative Fee funding for CY2011. But for CY2012, \$261,000 of Local Fund cash will be transferred from the Local Fund to keep the Section 8 unrestricted net assets in positive territory, making up for HUD cuts in Administrative Fees.

Restricted Cash in the Public Housing program will, over time, be transferred to Affordable Housing. The Public Housing balance of \$3,580,929 exceeds the combined Affordable/Local fund deficit of \$3,163,258 by \$417,671, of which \$156,121 is reserved for Section 8 relief, and a budgeted \$60,000 for Homeless programs and Aloha/Reedville.



V. STAFF REPORTS
A. Financial Statement
2. Year-To-Date Cash Flow - Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2011 – January 2012

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Hud operating subsidies	984,581	697,222	10,928	25,677	1,705	5,004	1,725,117
Gross billable rent	-	287,886	36,967	305,785	30,309	2,486,211	3,147,158
Vacancy loss	-	(2,511)	(425)	(8,583)	-	(107,766)	(119,285)
Premiums (concessions)	-	(22)	-	(847)	-	(19,132)	(20,001)
Other tenant revenue	-	27,276	-	(4,230)	-	58,335	81,381
Tenant revenue	-	312,629	36,542	292,125	30,309	2,417,648	3,089,253
Other revenue (incl GF subsidy)	23,319	2,425	623	4,795	19,571	148,101	198,834
Total operating revenue	1,007,900	1,012,276	48,093	322,597	51,585	2,570,753	5,013,204
Operating expenses:							
Repair and maintenance	-	783,848	10,101	98,796	1,576	617,831	1,512,152
Operations	842,214	182,525	5,120	58,675	5,560	416,966	1,511,060
Utilities	-	37,182	5,674	38,118	2,856	233,407	317,237
Insurance	2,551	23,178	358	6,353	605	54,152	87,197
PILOT	-	27,587	-	-	-	-	27,587
Bad debt, net of recoveries	-	(259)	-	1,980	-	45,419	47,140
Other	38,380	640	-	-	731	-	39,751
Total operating expenses	883,145	1,054,701	21,253	203,922	11,328	1,367,775	3,542,124
Net program income	124,755	(42,425)	26,840	118,675	40,257	1,202,978	1,471,080
Other ongoing cash outflows:							
HAWC administration	192,211	210,069	196	128	1,780	1,448	405,832
Debt service	-	-	20,271	42,487	7,166	1,008,356	1,078,280
Total outflows	192,211	210,069	20,467	42,615	8,946	1,009,804	1,484,112
Cash flow from operations	(67,456)	(252,494)	6,373	76,060	31,311	193,174	(13,032)
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	637	8,438	40	92	3,923	(17,753)	(4,623)
Capital fund receipts	-	62,821	-	-	-	-	62,821
Capitalized modernization	-	(65,945)	-	-	-	-	(65,945)
Transfers to (from) Local Fund	-	-	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-	-	-
Transfers from (to) restricted cash - Repl R	-	-	-	(17,640)	-	(42,980)	(60,620)
Section 18 transfers from Public Housing	-	-	-	-	4,146	525,859	530,005
Net unrestricted cash flows	(66,819)	(247,180)	6,413	58,512	39,380	658,300	448,606
Restricted cash flows:							
Housing Assistance Payments earned	10,171,590	-	-	-	-	-	10,171,590
Housing Assistance Payments	(11,006,828)	-	-	-	-	-	(11,006,828)
Investment income - restricted	12,028	15,846	-	-	-	-	27,874
Transfers from unrestricted - CAO	-	-	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	17,640	-	42,980	60,620
Purchased from replacement reserves	-	-	-	-	-	(40,171)	(40,171)
Sec 18 transfers to Affordable Housing	-	(530,005)	-	-	-	-	(530,005)
Total restricted cash flows	(823,210)	(514,159)	-	17,640	-	2,809	(1,316,920)
Net cash flows	(890,029)	(761,339)	6,413	76,152	39,380	661,109	(868,314)



V. STAFF REPORTS
A. Financial Statement
3. Year-To-Date Cash Flow – Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2011 – January 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,725,117	1,752,426	(27,309)	1,892,783	(167,666)
Gross billable rent	3,147,158	3,203,809	(56,651)	3,059,471	87,687
Vacancy loss	(119,285)	(114,444)	(4,841)	(99,315)	(19,970)
Premiums (concessions)	(20,001)	(30,839)	10,838	(26,420)	6,419
Other tenant revenue	81,381	120,771	(39,390)	104,606	(23,225)
Tenant revenue	3,089,253	3,179,298	(90,045)	3,038,341	50,912
Other revenue (incl GF subsidy)	198,834	185,892	12,942	183,651	15,183
Total operating revenue	5,013,204	5,117,616	(104,412)	5,114,775	(101,571)
Operating expenses:					
Repair and maintenance	1,512,152	1,517,142	4,990	1,493,512	(18,640)
Operations	1,511,060	1,542,194	31,134	1,497,081	(13,979)
Utilities	317,237	321,918	4,681	299,472	(17,765)
Insurance	87,197	89,083	1,886	84,762	(2,435)
PILOT	27,587	24,266	(3,321)	27,587	-
Bad debt, net of recoveries	47,140	47,109	(31)	86,188	39,048
Other	39,751	44,549	4,798	63,388	23,637
Total operating expenses	3,542,124	3,586,261	44,137	3,551,990	9,866
Net program income	1,471,080	1,531,355	(60,275)	1,562,785	(91,705)
Other ongoing cash outflows:					
HAWC administration	405,832	400,488	(5,344)	404,135	(1,697)
Debt service	1,078,280	1,098,546	20,266	1,064,661	(13,619)
Total outflows	1,484,112	1,499,034	14,922	1,468,796	(15,316)
Cash flow from operations	(13,032)	32,321	(45,353)	93,989	(107,021)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(4,623)	(12,932)	8,309	(8,570)	3,947
Capital fund receipts	62,821	67,969	(5,148)	109,971	(47,150)
Capitalized modernization	(65,945)	(67,969)	2,024	(206,151)	140,206
Transfers to (from) Local Fund	-	(38,500)	38,500	(66,478)	66,478
Transfers to restricted cash - CAO	-	(156,122)	156,122	(159,703)	159,703
Transfers from (to) restricted cash - Repl R	(60,620)	(60,620)	-	(47,824)	(12,796)
Section 18 transfers from Public Housing	530,005	530,119	(114)	520,052	9,953
Net unrestricted cash flows	448,606	294,266	154,340	235,286	213,320
Restricted cash flows:					
Housing Assistance Payments earned	10,171,590	10,852,966	(681,376)	10,847,841	(676,251)
Housing Assistance Payments	(11,006,828)	(10,605,875)	(400,953)	(10,642,997)	(363,831)
Investment income - restricted	27,874	45,070	(17,196)	41,607	(13,733)
Transfers from unrestricted - CAO	-	156,122	(156,122)	159,703	(159,703)
Transfers from (to)unrestricted - Repl Res	60,620	60,620	-	47,824	12,796
Purchased from replacement reserves	(40,171)	-	(40,171)	-	(40,171)
Sec 18 transfers to Affordable Housing	(530,005)	(527,578)	(2,427)	(520,052)	(9,953)
Total restricted cash flows	(1,316,920)	(18,675)	(1,298,245)	(66,074)	(1,250,846)
Net cash flows	(868,314)	275,591	(1,143,905)	169,212	(1,037,526)



V. STAFF REPORTS
A. Financial Statement
4. Year-To-Date Cash Flow – Expanded
Working Capital Basis
SECTION 8 – UNAUDITED
July 2011 – January 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	984,581	1,002,303	(17,722)	1,027,784	(43,203)
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	23,319	10,309	13,010	11,870	11,449
Total operating revenue	1,007,900	1,012,612	(4,712)	1,039,654	(31,754)
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	842,214	850,925	8,711	844,082	1,868
Utilities	-	-	-	-	-
Insurance	2,551	2,590	39	2,527	(24)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	38,380	36,161	(2,219)	38,842	462
Total operating expenses	883,145	889,676	6,531	885,451	2,306
Net program income	124,755	122,936	1,819	154,203	(29,448)
Other ongoing cash outflows:					
HAWC administration	192,211	187,671	(4,540)	187,444	(4,767)
Debt service	-	-	-	-	-
Total outflows	192,211	187,671	(4,540)	187,444	(4,767)
Cash flow from operations	(67,456)	(64,735)	(2,721)	(33,241)	(34,215)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	637	(64)	701	2,896	(2,259)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	10,900	(10,900)	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl R	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(66,819)	(53,899)	(12,920)	(30,345)	(36,474)
Restricted cash flows:					
Housing Assistance Payments earned	10,171,590	10,852,966	(681,376)	10,847,841	(676,251)
Housing Assistance Payments	(11,006,828)	(10,605,875)	(400,953)	(10,642,997)	(363,831)
Investment income - restricted	12,028	17,983	(5,955)	16,137	(4,109)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(823,210)	265,074	(1,088,284)	220,981	(1,044,191)
Net cash flows	(890,029)	211,175	(1,101,204)	190,636	(1,080,665)



V. STAFF REPORTS
A. Financial Statement
5. Year-To-Date Cash Flow – Expanded
 Working Capital Basis
 PUBLIC HOUSING (Excl. Kaybern) – UNAUDITED
 July 2011 – January 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	697,222	702,109	(4,887)	821,123	(123,901)
Gross billable rent	287,886	356,642	(68,756)	355,150	(67,264)
Vacancy loss	(2,511)	(2,595)	84	(2,275)	(236)
Premiums (concessions)	(22)	(266)	244	(222)	200
Other tenant revenue	27,276	28,802	(1,526)	28,283	(1,007)
Tenant revenue	312,629	382,584	(69,955)	380,937	(68,308)
Other revenue (incl GF subsidy)	2,425	2,639	(214)	2,917	(492)
Total operating revenue	1,012,276	1,087,332	(75,056)	1,204,977	(192,701)
Operating expenses:					
Repair and maintenance	783,848	770,270	(13,578)	781,358	(2,490)
Operations	182,525	184,834	2,309	178,617	(3,908)
Utilities	37,182	39,184	2,002	37,697	515
Insurance	23,178	23,311	133	22,741	(437)
PILOT	27,587	24,266	(3,321)	27,587	-
Bad debt, net of recoveries	(259)	(1,912)	(1,653)	38,939	39,198
Other	640	-	(640)	933	293
Total operating expenses	1,054,701	1,039,953	(14,748)	1,087,872	33,171
Net program income	(42,425)	47,379	(89,804)	117,105	(159,530)
Other ongoing cash outflows:					
HAWC administration	210,069	204,818	(5,251)	207,887	(2,182)
Debt service	-	-	-	-	-
Total outflows	210,069	204,818	(5,251)	207,887	(2,182)
Cash flow from operations	(252,494)	(157,439)	(95,055)	(90,782)	(161,712)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	8,438	11,913	(3,475)	12,431	(3,993)
Capital fund receipts	62,821	67,969	(5,148)	109,971	(47,150)
Capitalized modernization	(65,945)	(67,969)	2,024	(109,971)	44,026
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl R	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(247,180)	(145,526)	(101,654)	(78,351)	(168,829)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	15,846	27,087	(11,241)	25,470	(9,624)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(530,005)	(527,578)	(2,427)	(520,052)	(9,953)
Total restricted cash flows	(514,159)	(500,491)	(13,668)	(494,582)	(19,577)
Net cash flows	(761,339)	(646,017)	(115,322)	(572,933)	(188,406)



V. STAFF REPORTS
A. Financial Statement
6. Year-To-Date Cash Flow – Expanded
 Working Capital Basis
 KAYBERN TERRACE (USDA) – UNAUDITED
 July 2011 – January 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	10,928	14,899	(3,971)	15,434	(4,506)
Gross billable rent	36,967	35,700	1,267	35,596	1,371
Vacancy loss	(425)	(1,071)	646	(299)	(126)
Premiums (concessions)	-	(15)	15	(12)	12
Other tenant revenue	-	109	(109)	123	(123)
Tenant revenue	36,542	34,723	1,819	35,408	1,134
Other revenue (incl GF subsidy)	623	751	(128)	845	(222)
Total operating revenue	48,093	50,373	(2,280)	51,687	(3,594)
Operating expenses:					
Repair and maintenance	10,101	9,027	(1,074)	9,971	(130)
Operations	5,120	7,776	2,656	7,471	2,351
Utilities	5,674	5,683	9	5,381	(293)
Insurance	358	390	32	380	22
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	50	50	(521)	(521)
Other	-	-	-	-	-
Total operating expenses	21,253	22,926	1,673	22,682	1,429
Net program income	26,840	27,447	(607)	29,005	(2,165)
Other ongoing cash outflows:					
HAWC administration	196	2,089	1,893	2,258	2,062
Debt service	20,271	20,271	-	20,271	-
Total outflows	20,467	22,360	1,893	22,529	2,062
Cash flow from operations	6,373	5,087	1,286	6,476	(103)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	40	46	(6)	(48)	88
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(3,022)	3,022
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl R	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	6,413	5,133	1,280	3,406	3,007
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	-	-	-	-	-
Net cash flows	6,413	5,133	1,280	3,406	3,007



V. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
LOCAL FUND – UNAUDITED
July 2011 – January 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,705	1,704	1	1,704	1
Gross billable rent	30,309	31,018	(709)	27,966	2,343
Vacancy loss	-	(930)	930	(2,755)	2,755
Premiums (concessions)	-	-	-	(153)	153
Other tenant revenue	-	4,842	(4,842)	2,937	(2,937)
Tenant revenue	30,309	34,929	(4,620)	27,994	2,315
Other revenue (incl GF subsidy)	19,571	23,333	(3,762)	24,521	(4,950)
Total operating revenue	51,585	59,966	(8,381)	54,219	(2,634)
Operating expenses:					
Repair and maintenance	1,576	17,542	15,966	16,458	14,882
Operations	5,560	6,975	1,415	10,151	4,591
Utilities	2,856	2,119	(737)	2,009	(847)
Insurance	605	549	(56)	592	(13)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	95	95
Other	731	449	(282)	17,391	16,660
Total operating expenses	11,328	27,634	16,306	46,696	35,368
Net program income	40,257	32,332	7,925	7,523	32,734
Other ongoing cash outflows:					
HAWC administration	1,780	1,639	(141)	3,234	1,454
Debt service	7,166	8,446	1,280	7,166	-
Total outflows	8,946	10,085	1,139	10,400	1,454
Cash flow from operations	31,311	22,247	9,064	(2,877)	34,188
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	3,923	5,885	(1,962)	5,473	(1,550)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	(49,400)	49,400	(66,478)	66,478
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl R	-	-	-	-	-
Section 18 transfers from Public Housing	4,146	6,823	(2,677)	6,418	(2,272)
Net unrestricted cash flows	39,380	(14,445)	53,825	(57,464)	96,844
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	-	-	-	-	-
Net cash flows	39,380	(14,445)	53,825	(57,464)	96,844



V. STAFF REPORTS
A. Financial Statement
8. Year-To-Date Cash Flow – Expanded
 Working Capital Basis
 ALOHA PARK – UNAUDITED
 July 2011 – January 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	25,677	22,955	2,722	18,281	7,396
Gross billable rent	305,785	309,325	(3,540)	214,440	91,345
Vacancy loss	(8,583)	(6,067)	(2,516)	(3,490)	(5,093)
Premiums (concessions)	(847)	(9,349)	8,502	(5,959)	5,112
Other tenant revenue	(4,230)	4,902	(9,132)	1,222	(5,452)
Tenant revenue	292,125	298,813	(6,688)	206,213	85,912
Other revenue (incl GF subsidy)	4,795	6,280	(1,485)	4,477	318
Total operating revenue	322,597	328,048	(5,451)	228,971	93,626
Operating expenses:					
Repair and maintenance	98,796	70,482	(28,314)	59,625	(39,171)
Operations	58,675	83,632	24,957	57,929	(746)
Utilities	38,118	37,605	(513)	23,220	(14,898)
Insurance	6,353	6,189	(164)	4,167	(2,186)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	1,980	4,157	2,177	2,379	399
Other	-	7,939	7,939	6,221	6,221
Total operating expenses	203,922	210,004	6,082	153,541	(50,381)
Net program income	118,675	118,044	631	75,430	43,245
Other ongoing cash outflows:					
HAWC administration	128	2,990	2,862	2,042	1,914
Debt service	42,487	61,473	18,986	30,149	(12,338)
Total outflows	42,615	64,463	21,848	32,191	(10,424)
Cash flow from operations	76,060	53,581	22,479	43,239	32,821
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	92	607	(515)	259	(167)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(82,040)	82,040
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl R	(17,640)	(17,640)	-	(12,544)	(5,096)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	58,512	36,548	21,964	(51,086)	109,598
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	17,640	17,640	-	12,544	5,096
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	17,640	17,640	-	12,544	5,096
Net cash flows	76,152	54,188	21,964	(38,542)	114,694



V. STAFF REPORTS
A. Financial Statement
9. Year-To-Date Cash Flow – Expanded
Working Capital Basis
AFFORDABLE HOUSING – UNAUDITED
July 2011 – January 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	5,004	8,456	(3,452)	8,456	(3,452)
Gross billable rent	2,486,211	2,471,124	15,087	2,426,318	59,893
Vacancy loss	(107,766)	(103,781)	(3,985)	(90,497)	(17,269)
Premiums (concessions)	(19,132)	(21,209)	2,077	(20,075)	943
Other tenant revenue	58,335	82,116	(23,781)	72,042	(13,707)
Tenant revenue	2,417,648	2,428,249	(10,601)	2,387,789	29,859
Other revenue (incl GF subsidy)	148,101	142,580	5,521	139,021	9,080
Total operating revenue	2,570,753	2,579,285	(8,532)	2,535,266	35,487
Operating expenses:					
Repair and maintenance	617,831	649,821	31,990	626,100	8,269
Operations	416,966	408,052	(8,914)	398,830	(18,136)
Utilities	233,407	237,327	3,920	231,165	(2,242)
Insurance	54,152	56,054	1,902	54,355	203
PILOT	-	-	-	-	-
Bad debt, net of recoveries	45,419	44,814	(605)	45,295	(124)
Other	-	-	-	-	-
Total operating expenses	1,367,775	1,396,068	28,293	1,355,745	(12,030)
Net program income	1,202,978	1,183,217	19,761	1,179,521	23,457
Other ongoing cash outflows:					
HAWC administration	1,448	1,281	(167)	1,271	(177)
Debt service	1,008,356	1,008,356	-	1,007,075	(1,281)
Total outflows	1,009,804	1,009,637	(167)	1,008,346	(1,458)
Cash flow from operations	193,174	173,580	19,594	171,175	21,999
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(17,753)	(31,319)	13,566	(29,582)	11,829
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(11,118)	11,118
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	(156,122)	156,122	(159,703)	159,703
Transfers from (to) restricted cash - Repl F	(42,980)	(42,980)	-	(35,280)	(7,700)
Section 18 transfers from Public Housing	525,859	523,296	2,563	513,634	12,225
Net unrestricted cash flows	658,300	466,455	191,845	449,126	209,174
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	156,122	(156,122)	159,703	(159,703)
Transfers from (to)unrestricted - Repl Res	42,980	42,980	-	35,280	7,700
Purchased from replacement reserves	(40,171)	-	(40,171)	-	(40,171)
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	2,809	199,102	(196,293)	194,983	(192,174)
Net cash flows	661,109	665,557	(4,448)	644,109	17,000



V. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
January 31, 2011

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Assets							
Current assets:							
Unrestricted cash and cash equivalents	(16,663)	1,794,007	16,547	79,344	952,292	(4,484,022)	(1,658,495)
Restricted cash and cash equivalents	237,200	55,524	1,080	34,454	31,700	270,138	630,096
Accounts receivable, net	11,035	(16,614)	(1,276)	20,267	(30)	113,485	126,867
Current portion of contracts receivable	—	4,913	—	—	2,436	—	7,349
Other current assets	1,822	22,294	255	8,282	535	57,561	90,749
Total current assets	233,394	1,860,124	16,606	142,347	986,933	(4,042,838)	(803,434)
Non-current assets:							
Restricted cash and cash equivalents	2,465,864	3,580,929	36,115	78,022	100	692,426	6,853,456
Contracts receivable	—	—	—	—	438,871	—	438,871
Capital assets, non-depreciable	—	3,834,099	50,000	41,617	203,091	4,095,129	8,223,936
Capital assets, depreciable, net	—	4,412,352	69,826	181,187	576,290	17,917,925	23,157,580
Total non-current assets	2,465,864	11,827,380	155,941	300,826	1,218,352	22,705,480	38,673,843
Total assets	2,699,258	13,687,504	172,547	443,173	2,205,285	18,662,642	37,870,409
Liabilities							
Current liabilities:							
Accounts payable	4,113	88,471	—	17,988	788	89,657	201,017
Deferred revenue	89	4,525	32	(382)	78	2,073	6,415
Accrued interest payable - notes payable	—	—	2,498	894	162	151,628	155,182
Current portion of notes and contracts payable	—	—	4,989	64,142	8,876	289,201	367,208
Current liabilities payable from restricted assets:							
Tenant and other deposits	237,200	55,524	1,080	34,454	31,700	270,138	630,096
Total curr. liabilities payable from restr. assets	237,200	55,524	1,080	34,454	31,700	270,138	630,096
Total current liabilities	241,402	148,520	8,599	117,096	41,604	802,697	1,359,918
Non-current liabilities:							
Contracts and notes payable	—	—	331,804	107,574	703,974	26,583,473	27,726,825
Total non-current liabilities	—	—	331,804	107,574	703,974	26,583,473	27,726,825
Total liabilities	241,402	148,520	340,403	224,670	745,578	27,386,170	29,086,743
Net Assets							
Invested in capital assets, net of related debt	—	8,246,451	(216,966)	51,087	66,531	(4,859,620)	3,287,483
Restricted	2,458,454	3,580,929	36,115	78,022	100	692,426	6,846,046
Unrestricted	(598)	1,711,604	12,995	89,394	1,393,076	(4,556,334)	(1,349,863)
Total net assets	2,457,856	13,538,984	(167,856)	218,503	1,459,707	(8,723,528)	8,783,666
Total liabilities and net assets	2,699,258	13,687,504	172,547	443,173	2,205,285	18,662,642	37,870,409



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
February 2011

Wait List Time Based on # of HH Members												
# HH Members	1	2	3	4	5	6	7	8	9	10	11	Total
#Families	2,126	1,549	1,012	568	335	158	73	35	17	6	1	5,880
Average Days	841	832	852	837	823	798	939	809	1,050	633	1,196	840

Wait List Based on Gender			
Gender	Female	Male	Total
Total	4,105	1,775	5,880

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	59	197	707	48	4,572	82	215	5,880

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	1,102	4,695	80	5,880

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	1,570	412	3,026	872	5,880



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
2. Public Housing Average Vacancy Days

Fiscal Year-to-Date
February 2012

Average Vacancy Days - Public Housing

Month	Total Vacant Units	Total Counted Vacancy Days	Average Vacancy Days Per Unit
July 2010*	2	31	14.50
August 2010	5	98	18.60
September 2010	6	116	18.33
October 2010	9	228	24.33
November 2010	12	288	23.00
December 2010	16	328	19.50
January 2011	21	450	20.43
February 2011	24	486	19.21
March 2011	27	502	17.59
April 2011	34	544	15.12
May 2011	39	620	15.03
June 2011	43	651	15.14
<hr/>			
July 2011**	3	36	12.00
August 2011	7	100	14.29
September 2011	13	191	14.69
October 2011	15	225	15.00
November 2011	21	311	14.81
December 2011	27	383	14.19
January 2012	27	383	14.19
February 2012	28	397	14.18

* Begin FY 2011 Reporting

** Begin FY 2012 Reporting



V. STAFF REPORTS
C. Affordable Housing

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

- a) Section 8 Waiting List: February—5,880 (December – 5,977). The waitlist was closed on September 1, 2011. Existing waitlist clients will be served as vouchers become available, but no new applications will be accepted until the waitlist is reopened.
- b) Public Housing Average Vacancy Days: Vacancy days for the month of February 2012 were at 14.18 (last month – 14.19). FY2012 reporting began July 1. 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: 99.5% (last month – 99%).

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

We had 2,587 vouchers leased up in February (last month – 2,593). Four (4) new vouchers was issued, and 30 applicants with vouchers are searching for housing (last month 0 new, 24 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 February, 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	2.71hrs	3.0 hrs	24 hrs
Routine WO's	4.86 days	3 days/24 hrs	25 days

f) FSS Participation

There are currently 76 FSS participants, 62 from Section 8 and 14 from Public Housing. Of these, 46 (61%) have an escrow savings account.

• **AFFORDABLE HOUSING**

The 613 affordable housing units solely owned by HAWC are consolidated for reporting purposes under our private property management group, Infinity Property Management, to provide consistent reporting. Kayburn Terrance is now managed by Infinity and included in the affordable unit count.

- a) Infinity-Managed Properties: 96.74% Occupancy (20 vacancies / 613 units), compared to 97.06% (18 vacancies / 613 units), last month. NTR – 97%.



- **MAINTENANCE ACTIVITIES**

Special Projects:

- Fencing was replaced at one (1) Public Housing unit.
- Water drainage systems installed on five (5) Public Housing units to remedy seasonal flooding.
- Re-framed and roofed a portion of a Public Housing unit.
- Siding repaired at two (2) Public Housing units.
- Storm drain catch basin and bioswale cleaned at Some Lane Public Housing complex.
- Pruned one large tree at Oregon Street Public Housing complex.
- Water heater replaced at one (1) Public Housing complex.
- Refrigerator replaced at one (1) Public Housing complex.

Turnovers:

- Completed one (1) Public Housing unit turnover with an average of 11 Maintenance days per unit.
- Turnover painting and cleaning were completed by in-house maintenance staff.
- Cabinet replaced on turnover by contracted vendor.



V. STAFF REPORTS
D. Programs and Special Projects

- **PROJECT-BASED VOUCHERS**

	Total Allocated	Total Awarded	Remaining Available
Category I (chronic homeless)	102	12	90
Category II (30% or under MFI)	48	23	25
Special Needs	25	25	0
Total PBVs	175	60	115

Currently, there are 175 project-based vouchers (PBV) allocated as follows: 102 PBVs in Category I (chronically homeless), 25 “special needs” category vouchers, and 48 PBVs in Category II (30% or less MFI). These 30% AMI units may be beneficial in subsidizing (1) a mixed income or multi-family project serving extremely low-income persons or (2) projects that offer housing and services for individuals re-entering the community.

The Housing Authority had awarded the 90 Category I PBVs as an integral part of a Substance Abuse and Mental Health Services Administration (SAMHSA) grant application but the PBVs were recovered when the grant was not awarded. The Housing Authority did receive qualifying PBV proposals for Category II vouchers from Enterprise Community Partners, REACH Community Development, and Housing Independence. HABOD approved these awards on October 4, 2011.

The Housing Independence project, however, did not receive Section 202 funding and will not be able to move forward—as a result, these vouchers were recovered and are available for award to other projects.

REACH CDC requested an amendment of 3 one-bedroom vouchers to their current PBV award of five vouchers. Their request for a total of 8 vouchers at The Orchards at Orenco Station was approved.

A second round of proposals for remaining PBVs was due to the Housing Authority by 12 noon on Tuesday, March 6. Proposals were received from Northwest Housing Alternatives (NHA), Community Partners for Affordable Housing (CPAH) and Bridges to Housing (B2H). Up to 25 PBVs are available for these projects. Proposals were scored on March 12 by a Rating Panel comprised of staff from various Washington County departments (Office of Community Development, Purchasing and Housing Services).

All proposals exceeded minimum required scores and were allocated project-based vouchers as follows: NHA (8 PBVs); CPAH (8 PBVs), and B2H (7 PBVs). Both NHA and CPA are new construction projects in transit-oriented areas and will be competing in the 2012 Consolidated Funding Cycle for State 9% Low Income Housing Tax Credits and other funding. The Washington County B2H proposal will need HUD review to officially confirm its



allocation award, as the PBVs will be sited at HAWC-owned multi-family properties (The Colonies and Bonita Villa).

	Category I (chronic homeless)			Category II (30% MFI or under)			Special Needs		
	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased
Luke-Dorf (Pluss Apartments)							12	12	7
LifeWorks NW (Tom Brewer House)							13	13	8
CPAH (The Knoll)	12	12	12						
Enterprise Community Partners (Fircrest Manor Apartments)				15	in process				
REACH CDC (The Orchard, new development)				8					
Total PBVS	12	12	12	23	0	0	25	25	15



V. STAFF REPORTS
E. Report on Homelessness

• **COST STUDY ON HOMELESSNESS**

Community stakeholders voiced support for the development of a report on the costs of homelessness following a keynote presentation by Mr. Philip Mangano, CEO and President for The American Round Table to Abolish Homelessness. The cost of persons experiencing homelessness, most specifically the chronically homeless, has a humanitarian and economic impact that affects all sectors of the community.

The Vision Action Network and Washington County Department of Housing Services have convened a Homeless Cost Study Advisory Committee to:

- Define the scope of the study: what aspects of homelessness should the study include?
- Identify what data should be collected and facilitating its collection within Committee member's own organizations
- Review and refine the study products before they are finalized

The Cost Study Advisory Committee includes members of the Homeless Plan Advisory Committee (HPAC) and stakeholders in a leadership role for institutions and agencies that frequently serve homeless persons. The report will reveal the economics of homelessness and inform strategic planning around resource utilization and performance outcomes in alignment with the County's 10-Year Plan to End Homelessness.

• **SEVERE WEATHER SHELTERS IN WASHINGTON COUNTY**

The SOS-Shelter (Sonrise Church) winter shelter program completed their 90-day shelter operation on February 29. During this time, the church shelter provided 3,032 bed stays to homeless adults. Outcomes of the program included increased stability of homeless clients who engaged with service programs and housing placement as homeless adults accessed employment opportunities while in shelter and moved into housing.

The Safe Place Youth Shelter reported an increase in youth (ages 12 to 19 years) accessing shelter as a result of the Severe Weather Shelter. More than 8 youth per month accessed the Safe Place Shelter, as compared to 1 to 2 youth in previous years. The youth reported as referrals from the faith-based Severe Weather Shelter providers. Boys And Girls Aid operates Safe Place Shelter and worked with these homeless youth to access safe shelter, services and supports to end their homeless situation.

Annette Evans is working with churches that have expressed an interest in becoming a Severe Weather Shelter in December 2012.



• **HEARTH ACT IMPLEMENTATION**

The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, enacted into law in 2009, required the US Department of Housing and Urban Development (HUD) to write six sets of regulatory rules amending the McKinney-Vento Act.

The Washington County HSSN is working to implement the HEARTH Act rules as the regulatory statues are released in phases, to include rules for:

1. Homeless Definition that includes persons at risk of homelessness and those who are literally homeless (final effective 1/4/2012)
2. Emergency Solutions Grant (ESG) Program (interim effective 12/5/2011)
3. Consolidate Plan Conforming Amendment (interim effective 12/5/2011)
4. Homeless Management Information System (HMIS) that includes codification of the CoC planning model (interim effective 12/9/2011)
5. CoC Program rules to consolidated the Supportive Housing, Shelter Plus Care and SRO Mod-Rehab programs into one CoC Program (not yet released)
6. Rural Housing Stability Assistance Program (not yet released)

Federal funds have increased in FY2011 and FY2012 to support the implementation of the new Emergency Solutions Grant (ESG) program under the HEARTH Act; however, with the total FY2012 appropriation being \$1.901 billion (\$477 million less than requested), neither all of the federal HEARTH Act requirements or HUD-related goals will be fully realized. HUD will determine which provisions of HEARTH to implement in order to maximize the impact on the people served by these funds.

	FY 2010	FY 2011	FY 2012	FY 2013 [proposed]
Federal Homeless Program Funds	\$1,846 billion	\$1,901 billion	\$1,901 billion	\$2,231 billion
CoC Homeless Assistance Competitive Grant Funding	\$1,686 billion	\$1,676 billion	\$1,651 billion	\$1,945 billion
Award - Competitive Funds				
Washington County CoC	\$2.1 million	\$2.1 million	n/a ¹	
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$160 million	\$225 million	\$250 million	\$286 million
Award – Formula Funds				
Washington County ESG	\$88,350	\$137,797	\$157,499	

¹ HUD has not released the Notice of Funds Available (NOFA) for the FY2012 CoC Homeless Assistance Competitive Grant.



- **RUNAWAY AND HOMELESS YOUTH ACT (RHYA)**

Youth become homeless for a variety of reasons, with severe family conflict being the most common cause. Youth also become homeless when their families force them to leave due to pregnancy, alcohol and drug use, non-acceptance of sexual orientation or gender identify, or out of need to reduce family size given a lack of resources. In 2010, national data reports nearly 28,000 youth emancipated from foster care, and an estimated 100,000 youth leave the juvenile justice system annually with little or no financial or housing services. Washington County has begun collecting data on youth engaged in homeless programs that have been engaged with institutional systems. In 2012, the annual point-in-time homeless count added data collection on homeless youth and adults who have been received with the foster care services.

The Runaway and Homeless Youth Act (RHYA) program provides youth with a stable foundation from which they can connect with services, reunify with their families or develop the skills needed to live independently.

The Federal FY2012 budget appropriated \$115 million, and the FY2013 proposed Federal budget remains flat at \$115 million. Advocacy efforts are requesting an increase to \$127 million. In Washington County, the Safe Place Youth Shelter and Transitional Living Program have received RHYA funds. These programs are operated by the Boys And Girls Aid.

- **CONTINUUM OF CARE (COC) CHECK-UP PROCESS**

In November 2011, the Office of Special Needs Assistance Program at HUD launched a national Continuum of Care (CoC) Check-up. The CoC Check-up is new processes designed by HUD to assist CoC's determine their local current capacity and performance and the degree to which CoC's are prepared for HEARTH Act implementation. Washington County Department of Housing Services is the CoC Lead Agency, and is coordinating the check-up process in partnership with 20 community stakeholders.

The CoC Check-up will measure the Washington County CoC capacity and planning efforts in specific areas, to include:

- Governance and Structure
- Plan and Planning Process
- Infrastructure and Administrative Capacity
- Housing and Services

The stakeholders who participated in the CoC Self-Assessment process will submit an Action Plan for areas of the Check-up identified as needing improvement. The final Action Plan is due by March 16, 2012.

HUD is committed to helping CoC's make improvements to further prevent and end homelessness and prepare for HEARTH Act implementation. The CoC Check-up process is a required prerequisite for a CoC to be eligible for HUD-funded technical assistance.



- **2012 POINT IN TIME (PIT) HOMELESS COUNT**

During the last 10 days of January 2012, a HUD mandated point-in-time (PIT) homeless count was conducted. Data collected from interviews with homeless persons will be entered into the Homeless Management Information System (HMIS) by 3/9/2012, with final de-duplicated homeless data results published by the Oregon Housing and Community Services (OHCS) on or after 4/9/2012.

The comprehensive, non-duplicated data on the number, characteristics and service needs of individuals, families, and unaccompanied youth experiencing homelessness is a critical component of local homeless planning and program development. Trend details on homelessness can be found in the 2011 Homeless Assessment Report online at http://www.co.washington.or.us/Housing/upload/2011-Homeless-Assessment-Report_Year-3.pdf

- **BRIDGES TO HOUSING PROGRAM**

A proposal was submitted in response to the Housing Authority RFP 2011.079P requesting seven (7) Project-based Section 8 vouchers (PBVs) for Bridges To Housing program participants residing in Housing Authority of Washington County properties – The Colonies and Bonita Villa. The proposal was reviewed by a Washington County Rating Panel and recommended for approval. Because this proposal utilizes PBVs in PHA-owned properties, it must be submitted to the HUD Portland Field Office for approval.

During the two-year Bridges To Housing program, participants receive supportive services, job skills training, employment opportunities, and achieve housing stability through rental assistance provided by County General Fund and Shelter Plus Care subsidies. For many families, they do not achieve a living wage income by program completion, and experience a “cliff effect” when the rent subsidy funding is no longer available. The PBS8 vouchers will assist the families as they continue to work towards self-sufficiency.

The Neighborhood Partnerships will be convening the Bridges To Housing Regional Steering Committee to receive a final Evaluation Report prepared by Portland State University. The regional Bridges To Housing program is a housing-first model serving high-need (chronic) homeless families in Washington, Multnomah and Clackamas counties in Oregon, and Clark County in Washington state. The Washington County Jurisdictional Implementation Team (JIT) has engaged in planning efforts to consider sustainability of the program.

- **SUPPORTIVE SERVICES FOR VETERAN FAMILIES (SSVF) PROGRAM**

The SSVF Program’s purpose is to provide supportive services grants to non-profit organizations or consumer cooperatives who will coordinate or provide supportive services to very low-income or homeless veteran families who: (1) Are residing in



permanent housing, (2) are homeless and scheduled to become residents of permanent housing within a specified time period, or (3) after exiting permanent housing, are seeking other housing that is responsive to such very low-income veteran family's needs and preferences.

A four-county consortium (Columbia, Washington, Clatsop, and Tillamook) submitted a competitive application request for \$584,538 under the US Department of Veterans Affairs Supportive Services for Veteran Families (SSVF) program.

Community Action is the local lead agency for Washington County, and will work in partnership with the consortium lead agencies, to include: Community Action Team, Inc. (Columbia County) who is the applicant for the consortium partners, Clatsop Community Action (Clatsop County) and Community Action Resources Enterprises (Tillamook County). The Housing Authority of Washington County and Washington County Department of Housing Services and Washington County Disability, Aging and Veterans Services are support partners, in addition to other non-profit veteran service provider agencies.

- **FY2011 MCKINNEY-VENTO HOMELESS ASSISTANCE GRANT - \$2 M AWARD**

On March 13, 2012, the U.S. Department of Housing and Urban Development (HUD) announced \$201 million to support new homeless programs. Washington County Department of Housing Services was awarded \$126,060 to provide 3 units of Shelter Plus Care rental assistance under a special Permanent Housing Initiative. The award brings Washington County's FY2011 CoC Homeless Assistance Grant funding total to \$2,103,875.

In a previous award announced December 20, 2011, HUD awarded \$1.47 billion to renew existing programs that provide housing and related supportive services. The Washington County Department of Housing Services is the CoC Lead Agency on behalf of the Beaverton/Hillsboro/Washington County COC (the HSSN) and received a HUD award for \$1,977,815 million to renew funding for local projects under the Supportive Housing (SHP) and Shelter Plus Care (SPC) Programs.



VI. OLD BUSINESS

• **TAX EXEMPTIONS FOR AFFORDABLE HOUSING**

In late 2010, Housing Authority staff received general approval from former Chair Brian and Chair-Elect Duyck to proceed in discussions with local jurisdictions regarding a county-wide tax exemption program for nonprofit affordable housing providers. To date, we have had generally positive discussions with a number of jurisdictions.

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.

Meeting date	Jurisdiction	Name	Position	Support	Additional Activity
November 2010	City of Tigard	Craig Dirksen Craig Prosser	Mayor City Manager	Supportive-- currently adopted & supported in Tigard	
November 2010	City of Hillsboro	Jerry Willey Sara Jo Chaplan	Mayor (former) City Manager	General program support	
January 2011	Hillsboro School District	Mike Scott Adam Stewart	Superintendent CFO	Board approved support on 2/28/12, effective July 1, 2012- June 30, 2015	
February 2011	City of Beaverton	Denny Doyle Don Mazziotti	Mayor Community Development Director	Supportive	
February 2011	Tigard-Tualatin School District	Rob Saxton	Superintendent	Supportive-- currently partners with Tigard	
March 2011	Beaverton School District	Ron Porterfield Claire Hertz	Deputy Superintendent CFO	General program support	
July 2011	City of Forest Grove	Peter Truax Micheal Sykes	Mayor City Manager	General program support	
August 2011	Forest Grove School District	Yvonne Curtis Michael Schofield	Superintendent Business Director	General program support	
October 2011	TVF&R	Mike Duyck Dustin Morrow Debra Guzman	Fire Chief Deputy Chief CFO	Board approved support in December 2011, effective July 1, 2012-June 30, 2015	Would like to work with nonprofits & HAWC to improve safety at affordable properties

Next Steps: Schedule a meeting with Chair Duyck and Staff to report back on our results and request authority to (1) bring forward as a Board action for approval, and/or (2) work with local jurisdictions in formulating their ordinances to create a county-wide tax exemption program for nonprofit affordable housing providers.



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

The Citizen Advisory Committee (CAC) met on February 8, 2012, and included background education and review for CAC members on Metro policy and Federal, State, and local regulatory and guidance policies related to housing. The CAC meeting on March 14 meeting will include an overview of transportation policies and guidelines. The Technical Advisory Committee will also meet on March 14 to review and accept the Existing Conditions Report.

The project also hosted a March 1 meeting with staff from the HUD Office of Sustainable Housing and Communities, HUD regional office staff, representatives from regional Department of Transportation (DOT), Federal Highway Administration (FHWA), Environmental Protection Agency (EPA) offices, local elected officials, and staff representatives from State and Federal Congressional offices. The meeting included highlights from Aloha-Reedville, the TV Highway Corridor Project, and the Beaverton Creekside Master Plan project (recently awarded a HUD Community Challenge grant).

Additional outreach, engagement, and capacity-building activity, including workshops and special events targeting faith-based communities, Hispanic community members, renters, and other groups will be included in Phase 2 work. A faith community summit is scheduled for Monday, March 12 at the TVF&R facility on SW Blanton. The Center for Intercultural Organizing has been engaged to assist in engaging and building capacity for immigrant communities in the study area.

The CAC meetings in April and May will include work group activity, allowing smaller groups to go into greater detail on subject areas that they are interested in exploring. A full-day workshop event is planned for June, to provide an opportunity for all CAC members (and any other interested community members or stakeholders) to discuss community issues, define some community goals and visions, and consider trade-offs and strategies that may be included in the plan.

The current Existing Conditions report and all appendices are available on the project website at

<http://www.co.washington.or.us/LUT/PlanningProjects/alohareedville/document-and-maps.cfm>.

- **REGIONAL TRANSPORTATION MOBILITY COUNSELING PROJECT**

The *Regional Transportation Mobility Counseling* pilot project 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 when making housing choices. If the pilot program is successful, participating housing authorities will seek to integrate the program into its regular operations.



This pilot project has been delayed to allow better coordination with regional Opportunity Mapping work. A new RFP for consultant assistance is tentatively scheduled for development in April or May.

- **WORKFORCE INNOVATION GRANT WITH WORKSYSTEMS, INC.**

After additional discussions with WorkSystems, Inc and HAWC staff, HAWC determined that participating in the Workforce Innovation Fund grant proposal was still feasible.

The Department of Labor Workforce Innovation Fund grant will fund innovative proposals that involve systems change through alignment between funding streams, collaborations, and policy reforms that lead to demonstrated employment outcomes.

The proposal will use a “Paul Allen” cohort-based model previously piloted at Home Forward to connect low-income residents with career-track education and training for high-demand employment sectors. HAWC and other regional housing authorities will provide case management (supported by grant funds) to job-seekers. HAWC’s target is to serve 50 clients over the 18 months of the grant program, doubling the number of jobseekers that may be served (25 client ‘slots’ are already available through our current partnership with WorkSystems). Grant funds will also provide additional resources for education, classes, on-the-job training, and internships for program participants.

Grant proposals are due March 22, 2012. WorkSystems, Inc. is developing a Memorandum of Understanding (MOU) to include HAWC in the grant proposal. Other partners include the Housing Authority of Clackamas County, Home Forward, the Housing Authority of Vancouver, and the Southwest Washington Workforce Investment Board.



VII. NEW BUSINESS

- **PUBLIC HEARING - PHA PLAN**

The HAWC's PHA Annual Plan has a public hearing scheduled for April 3, 2012 at 10:00 am. A public notice of the Plan and its 45-day comment period was published in local papers. The Plan was also posted on our webpage for public comment. At this time, no comments have been received. Following the public hearing, the Housing Authority Board of Directors will vote to approve the Plan and to submit to HUD prior to April 17, 2012.

VIII. RESOLUTIONS/ACTION ITEMS

IX. ADJOURNMENT