

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



**Thursday, April 26, 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, March 22, 2012 Page 4

III. ORAL COMMUNICATIONS

IV. EXECUTIVE DIRECTOR’S REPORT Page 12

V. STAFF REPORTS

 A. Financial Statement..... Page 14

 B. Section 8 and Low Rent Public Housing..... Page 24

 C. Affordable Housing Page 26

 D. Special Projects..... Page 28

 E. Report on Homelessness Page 30

VI. OLD BUSINESS.....Page 34

VII. NEW BUSINESS.....Page 37

VIII. RESOLUTIONS/ACTION ITEMS Page 37

IX. ADJOURNMENT

Next Meeting:

Thursday, May 24, 2012

2012 Meeting Schedule
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
April 26, 2012 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. February 23, 2012 Meeting Minutes
 - B. March 22, 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
March 22, 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 Ron Lehr

STAFF PRESENT

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

COMMITTEE MEMBERS ABSENT

Juliet Parrott Renee Bruce
Donna Pottle David Nase

GUESTS PRESENT

Tricia Peterson, HABOD
LaShanda Williams

Ramsay Weit called the meeting to order at 9:03 a.m.

I. ROLL CALL - A quorum was not present.

II. ACTION - APPROVAL OF MINUTES

Approval of the minutes from February 23, 2012 was tabled till April meeting.

III. DISCUSSION - ORAL COMMUNICATIONS

- Val Valfre let the group know that there will be two public hearings for comment on the draft Action Plan for the Consolidated Plan and the Fair Housing Plan. Hearings will be held Thursday 4/5 at 2pm at Beaverton Library, Thursday 4/12 at 7pm at the Washington County Public Services Building. Both plans are available online at <http://www.co.washington.or.us/CommunityDevelopment/Planning>
- Recent staff reductions in Housing Services mean that employee absences have a greater impact on staff capacity.

IV. EXECUTIVE DIRECTOR'S REPORT

- 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 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

The Housing Authority recommended 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 Board of County Commissioners was briefed on the HAWC/DHS Annual Report on March 6, 2012. The report was well received.

- Moving To Work

The Housing Authority of Washington County has determined that there is not currently sufficient staff capacity to develop a competitive Moving To Work application for this round. Ron Lehr suggested that it may be valuable to discuss the value of Moving To Work status with the new Oregon Congressional Representative.

- Budget Cut Impacts

The Housing Authority of Clackamas County (HACC) held a public hearing on March 15, 2012, to discuss a proposal to form a consortium with Home Forward to administer Section 8. The public hearing did not include any decision-making—it announced that this is a strategy being explored by the agency to preserve its services. HACC has a several large (100+ units) public housing buildings in addition to some scattered-site properties, which may limit its ability to generate funds by selling public housing stock.

Peter Hainley asked if other housing authorities are discussing mergers. Some small housing authorities in Western Oregon are considering the possibility. Peter Hainley suggested that HAWC could consider working with some of the smaller housing authorities west of Washington County. The group discussed some of the potential cost savings in combining smaller housing authorities, which would likely be at the management level rather than case management/inspections staff. Ron Lehr commented that property management issues may be challenging when properties are very geographically scattered.

- Upcoming Events

Several Commissioners and housing developers went on a tour of workforce housing properties in Clackamas County. Ramsay Weit, Kim Armstrong, and Val Valfre attended. The developers and commissioners were interested in the developments, but there will need to be some additional conversation and education about financing and developing Low Income Housing Tax Credit (LIHTC) properties and building and managing multifamily rental properties. Val Valfre will provide the



group with a primer developed by Robin Boyce that may help. Peter Hainley and Laurie Butler also suggested that the developers would find it helpful to walk through a proforma for an affordable development.

The specific design of the properties toured may not be as suitable for North Bethany, as they were both fairly large multifamily developments—but the LIHTC program allows flexibility in site design.

V. STAFF REPORTS

A. Financial Statement

Michael O'Neill presented financials. The income statement year-to-date looks positive, allowing for the reduction in Section 8 Administrative fees.

There was some discussion about presenting financial data that clarified some of the funding streams.

Congressional funding for the 2013 calendar year is unlikely to be finalized before November or December. The President's budget for 2013 does restore some Section 8 Administrative funding, but not at the level that HAWC really needs to remain stable. It is unclear at what level Section 8 will be funded in 2013.

B. Section 8 and Low Rent Public Housing

- Average vacancy days per unit is 14.18. Twenty days and under is rated as outstanding.
- 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 5,880.
- Work order effectiveness is very high, but there may be slight decreases in response rates with reduced staffing levels.

C. Affordable Housing

- Occupancy rates remain high in affordable housing.

D. Special Projects

- Project-Based Vouchers

Proposals for project-based vouchers were scored by the panel, and PBVs were allocated to Northwest Housing Alternatives (NHA), Community Partners For Affordable Housing (CPAH), and Bridges To Housing. There are two vouchers remaining in Category II after this round of awards.



NHA and CPAH projects are new senior developments. Awards are valid for 2 years from the date of the award letter, so developers have sufficient time to assemble financing and begin construction of their projects. Awards are contingent on the completed projects meeting HUD standards for environmental review and HQS, and vouchers remain in use as tenant-based Section 8 rental assistance until they are converted at project completion. Vouchers are project-based for ten years, with the option to renew for an additional five years.

The FY2012 PHA Plan includes approval to project-base an additional 50 vouchers.

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.

- Cost Study on Homelessness

The Cost Study Advisory Committee includes 12 stakeholders in this process, and met for the first time last week. The cost study will target chronically homeless adults, homeless families with children, and unaccompanied homeless youth. Staff will also ask some communities who have completed cost studies what they learned and how they were keeping the cost study relevant. The Vision Action Network will issue an RFQ seeking consultants/organization to assist in developing the cost study.

- Severe Weather Shelters (SWS) in Washington County

Some shelters will be open tonight and tomorrow night in Tigard. Annette Evans will meet with the Interfaith Committee at the St. Francis church in Sherwood, which may be a SWS next winter.

- HEARTH Act Implementation

Four of the six HEARTH regulatory statues have been released. Education and training is underway to bring stakeholders up to speed on new regulatory statues and compliance requirements. New grants will need to comply with new statues.

While overall funding remains flat, funding is shifting from Homeless Assistance to Emergency Shelter & Solutions Grant (ESG). HEARTH requires ESG to be distributed with input from the Continuum of Care. This increases the coordination between shelter, services and housing systems.

Housing Services is considering applying to become a Unified Funding Agency (UFA), which would provide some administrating funding to support the Department of Housing Services currently unfunded CoC coordination. The regulatory language for defining a UFA has not yet been released by HUD, and is pending the release of the new CoC Program rules to be released within the next



45 to 60 days by HUD. Peter Hainley suggested perusing foundation funding to support some of this effort as well.

- Runaway and Homeless Youth Act (RHYA)

The RHYA is a Federal priority to address prevention and ending of youth homelessness. National data reports an increasing trend of youth emancipated from foster care and youth leaving the juvenile justice system with little or no financial or housing support. Under the new HEARTH Act homeless definition, persons may be considered homeless youth if they are age 25 or under (as opposed to 18 or under). Homeless youth programs are a priority area.

- Continuum of Care (CoC) Check-Up Process

The Washington County CoC Check-up Action Plan has been completed and sent to stakeholders for review.

- 2012 Point-In-Time (PIT) Homeless Count

Homeless count data is not yet available, but the count appears to be generally flat—which suggests that Washington County’s system is continuing to work. Ron Lehr and Laurie Butler asked if the count tracks individuals—that is, if the same individuals are homeless year-to-year, or if they change or move. Annette Evans clarified that individuals are assigned a unique identifier, which does allow some individual tracking. Annette Evans also reiterated that shelters are open during the PIT, to increase access for the count.

There were a few questions about SWS locations and increasing the number of SWS—there are some liability challenges with non-church sites like Grange Halls that can be challenging to overcome for shelter sites. Transportation is also a challenge on the west side of the County.

- Bridges to Housing Program

Dr. Diane Yatchmenoff with Portland State University Regional Research Institute is preparing the final evaluation report for the regional Bridges To Housing program. She will discuss how the program has changed the homeless response system, the gap(s) the program fills, and other variables.

There is not a new Bridges To Housing phase planned for the coming year as a result of budget constraints, with 11 current households continuing on in the program for their second year of the 2-year program, ending June 2012.

- 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. There is not a date for grant awards.



- FY2011 McKinney-Vento Homeless Assistance Grant-\$2 M Award

In March, Washington County's CoC was awarded \$126,060 in new competitive bonus funds, which will go to provide Shelter Plus Care rental assistance for chronically homeless individuals. This award brings the total FY2011 McKinney-Vento Homeless Grant award to \$2.1 million..

VI. OLD BUSINESS

- Tax Exemptions for Affordable Housing

A meeting is schedule on Friday March 23 to discuss this program with Washington County Assessment and Taxation.

Tualatin Valley Fire & Rescue (TVF&R) and the Hillsboro School District have approved this program for a three-year pilot. The participation of these two entities may provide full or partial exemptions for some properties.

In response to a question from Peter Hainley, Val Valfre clarified that the next step for this process would be to revisit the idea with the Board of County Commissioners.

- Aloha-Reedville Study and Livable Community Plan

The Aloha-Reedville Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC) both met on March 14. The next few CAC meetings will include small working groups to brainstorm and discuss potential strategies. There will be a longer workshop in June to bring the preferred strategies together and start to develop some broader community alternatives.

Ramsay Weit suggested that some of the work done in Lents involving Rose CDC might provide some useful insight and lessons that are useful for the Aloha-Reedville project.

The project convened a Faith Leadership Community Roundtable on March 12, 2012.

Peter Hainley asked if the CAC group included representation from diverse communities. Kim Armstrong acknowledged that while the CAC does include representation from Central Cultural and Bienestar, the CAC is less diverse than staff would like it to be. The project recently contracted with the Center for Intercultural Organizing (CIO) to assist in reaching immigrant and underrepresented community members as part of this project.

The project 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).

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

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

- Workforce Systems, Inc.

HAWC partnered with WorkSystems, Inc and other regional housing authorities to submit an application for a Department of Labor Workforce Innovation Fund Grant. The proposal is due March 22, 2012.

Grant funding would support additional resources for Housing clients to pursue training and education for employment opportunities, as well as some funding for additional case management and some administration.

Peter Hainley and Tricia Peterson suggested that a nominal fee to enter the program could be a valuable tool to screen for motivated residents. Tricia Peterson suggested that the fee could be refunded at graduation.

VII. NEW BUSINESS

- Public Hearing- PHA Plan

The public hearing for the PHA Plan is scheduled for April 3, 2012. Following the public hearing, the Housing Authority Board of Directors will vote to approve the plan for submission to HUD.

The plan includes a new discussion of impediments to Fair Housing.

- Mixed-Income Housing Work Group

A work group to explore the feasibility of mixed-income housing in Washington County convened on March 15. This work group is called for in the Consolidated Plan Action Plan. The next meeting of this work group is scheduled for April 26, from 3-4:30 pm in the Beaverton Library meeting room.



- Other updates

Peter Hainley will present information on Individual Development Accounts (IDAs) at the April 26 meeting.

North Bethany ordinance changes are in process—the proposed changes are available on the County website.

There were five Washington County projects that submitted applications for CFC funding.

VIII. RESOLUTIONS/ACTION ITEMS

No resolutions or action items were included in this meeting.

IX. ADJOURNMENT

Meeting adjourned at 11:00a.m.

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



IV. EXECUTIVE DIRECTOR'S REPORT

This last thirty days have been very busy and challenging, yet there were positive accomplishments for the Housing Authority. Because we are running up to the publishing deadline for this report, I will attempt to be brief.

North Bethany Concept Plan: The eventual development of North Bethany area and whether it will conform to the Commissioners' vision of a "Community of Distinction" is still being played out between the developers, the County and the public. Our agency has been working closely with the Department of Land Use and Transportation and the Office of Community Development on supporting some options for long-term affordable, deed-restricted work force ownership and rental housing. Overall, our objective will be met if we can ensure that North Bethany remains a "complete community" with a variety of housing types and prices that allows affordability for future generations. Our group was considerably strengthened by the addition of Ramsey Weit. We prepared a Memo for the Washington County Planning Commission and several of us spoke in support of work force housing at the Planning Commission meeting on April 18, 2012. No definite outcomes from the meeting itself to report at this time, but on a positive note – there has been more communication generated recently with the developers on seeking a more mutually achievable strategy.

Metro Planning Advisory Committee: I was invited to speak to MPAC on April 11, 2012, along with Executive Directors from Home Forward (Portland) and Clackamas County Housing Authority on the topic of Affordable Housing. This topic was included on the MPAC agenda along with the release of the 2011 update to the Metro Area Affordable Housing Inventory report. MPAC's membership includes mayors, county chairs and executives from cities, counties and service districts, along with other organizations. While it was an honor to speak to this distinguished group on the affordable housing needs in our respective regions, it will be interesting to see if MPAC actually chooses to act upon our recommendations.

County-wide Tax Exemption: We continue to press this initiative. Kim and I had a positive discussion on this topic with the new Hillsboro City Manager, Michael Brown. We will work with him to find an opportunity to speak to the City Council and gain their support for an Ordinance adopting ORS 307: 540-548. I also briefed the County on our results of meeting with the various Mayors, School Superintendents and Service Districts. We have overall received a general to strong indication of support for this tax exemption. It was proposed that a Work Session be delayed until the results of the Homeless cost study is released. The cost study should be completed in the next few months.

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

The Board of County Commissioners made the following appointments to the Housing Advisory Committee on April 3, 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)

- **Upcoming Events**

The Department had a second a bus tour on April 18, 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. 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.



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

Cash Flow:

Along with comparison to budget, comparison to prior year is shown for all programs. The prior year amounts are 8/12 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 eight months of the Fiscal Year, cash flow from operations, of negative \$51,002 fell short of the budgeted amount by \$103,665 and of the prior year by \$158,421.

Section 8 had negative cash flow of \$65,400, which was \$7,135 unfavorable to budget. Positive variances through December, 2011 have been erased by reductions in monthly Administrative Fees from HUD, beginning in January, which will continue through December, 2012. The variance due to subsidy loss through June 30 is expected to reach \$94,000 for the fiscal year, and the operating loss for the program should be approximately \$71,000. This 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 \$312,959, which was \$133,031 unfavorable to budget. \$52,307 of this unfavorable variance is due to reduced funding from HUD. The total funding shortfall should reach \$250,141 by Fiscal Year End. We also have an \$83,716 unfavorable rent variance, due to the declining income of, and thus increased subsidy to, our tenants. Operating expenses have a slightly favorable variance to budget, eliminating the maintenance cost overruns previously reported. The funding and rent shortfalls will continue through the first half of FY13, at which time our subsidy should increase to normal levels, eliminating both the subsidy and the rent variances. Until then, the shortfalls will be taken from existing Public Housing cash reserves.

Aloha Park had positive cash flow of \$87,990, which was \$26,753 favorable to budget. All cash generated by Aloha Park is restricted for use by that property.

Affordable Housing cash flow from operations of \$197,570 is slightly unfavorable to budget by \$808 and favorable to the prior year by \$1,941. The cash flow exceeds the amount required to fund County bond reserves year to date by \$19,145. 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 unrestricted net assets of \$598, but to maintain a positive balance we will be applying local funds required to make up for the funding shortfall, as previously mentioned.

Restricted Cash in the Public Housing program will, over time, be transferred to Affordable Housing. The Public Housing balance of \$3,496,864 exceeds the combined Affordable/Local fund deficit of \$3,037,644 by \$459,220, of which up to \$261,000 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 – February 2012

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Hud operating subsidies	1,117,106	750,103	12,628	29,345	1,947	5,004	1,916,133
Gross billable rent	-	323,875	42,248	350,129	34,680	2,841,384	3,592,316
Vacancy loss	-	(2,586)	(425)	(10,091)	-	(120,016)	(133,118)
Premiums (concessions)	-	(22)	-	(847)	-	(23,364)	(24,233)
Other tenant revenue	-	29,908	-	(5,825)	-	65,263	89,346
Tenant revenue	-	351,175	41,823	333,366	34,680	2,763,267	3,524,311
Other revenue (incl GF subsidy)	26,380	3,736	682	5,517	20,821	169,761	226,897
Total operating revenue	1,143,486	1,105,014	55,133	368,228	57,448	2,938,032	5,667,341
Operating expenses:							
Repair and maintenance	-	871,338	10,978	113,878	1,620	738,491	1,736,305
Operations	948,104	205,950	5,727	68,395	6,943	472,003	1,707,122
Utilities	-	45,030	6,831	39,200	3,188	266,302	360,551
Insurance	2,916	26,490	409	7,328	691	61,888	99,722
PILOT	-	31,528	-	-	-	-	31,528
Bad debt, net of recoveries	-	(259)	-	2,747	-	47,839	50,327
Other	41,388	640	-	-	838	-	42,866
Total operating expenses	992,408	1,180,717	23,945	231,548	13,280	1,586,523	4,028,421
Net program income	151,078	(75,703)	31,188	136,680	44,168	1,351,509	1,638,920
Other ongoing cash outflows:							
HAWC administration	216,478	237,256	196	134	2,007	1,532	457,603
Debt service	-	-	23,166	48,556	8,190	1,152,407	1,232,319
Total outflows	216,478	237,256	23,362	48,690	10,197	1,153,939	1,689,922
Cash flow from operations	(65,400)	(312,959)	7,826	87,990	33,971	197,570	(51,002)
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	708	9,676	50	117	4,565	(20,308)	(5,192)
Capital fund receipts	-	65,945	-	-	-	-	65,945
Capitalized modernization	-	(72,020)	-	-	-	-	(72,020)
Transfers to (from) Local Fund	-	-	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	(20,160)	-	(49,120)	(69,280)
Section 18 transfers from Public Housing	-	-	-	-	4,616	611,795	616,411
Net unrestricted cash flows	(64,692)	(309,358)	7,876	67,947	43,152	739,937	484,862
Restricted cash flows:							
Housing Assistance Payments earned	11,644,984	-	-	-	-	-	11,644,984
Housing Assistance Payments	(12,562,122)	-	-	-	-	-	(12,562,122)
Investment income - restricted	13,747	18,187	-	-	-	-	31,934
Transfers from unrestricted - CAO	-	-	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	20,160	-	49,120	69,280
Purchased from replacement reserves	-	-	-	-	-	(40,171)	(40,171)
Sec 18 transfers to Affordable Housing	-	(616,411)	-	-	-	-	(616,411)
Total restricted cash flows	(903,391)	(598,224)	-	20,160	-	8,949	(1,472,506)
Net cash flows	(968,083)	(907,582)	7,876	88,107	43,152	748,886	(987,644)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,916,133	2,018,489	(102,356)	2,163,180	(247,047)
Gross billable rent	3,592,316	3,661,496	(69,180)	3,496,538	95,778
Vacancy loss	(133,118)	(130,792)	(2,326)	(113,503)	(19,615)
Premiums (concessions)	(24,233)	(35,244)	11,011	(30,195)	5,962
Other tenant revenue	89,346	138,024	(48,678)	119,550	(30,204)
Tenant revenue	3,524,311	3,633,483	(109,172)	3,472,390	51,921
Other revenue (incl GF subsidy)	226,897	212,449	14,448	209,887	17,010
Total operating revenue	5,667,341	5,864,421	(197,080)	5,845,457	(178,116)
Operating expenses:					
Repair and maintenance	1,736,305	1,733,874	(2,431)	1,706,870	(29,435)
Operations	1,707,122	1,762,505	55,383	1,710,948	3,826
Utilities	360,551	367,906	7,355	342,254	(18,297)
Insurance	99,722	101,808	2,086	96,871	(2,851)
PILOT	31,528	27,733	(3,795)	31,528	-
Bad debt, net of recoveries	50,327	53,839	3,512	98,500	48,173
Other	42,866	50,913	8,047	72,443	29,577
Total operating expenses	4,028,421	4,098,578	70,157	4,059,414	30,993
Net program income	1,638,920	1,765,843	(126,923)	1,786,043	(147,123)
Other ongoing cash outflows:					
HAWC administration	457,603	457,699	96	461,869	4,266
Debt service	1,232,319	1,255,481	23,162	1,216,755	(15,564)
Total outflows	1,689,922	1,713,180	23,258	1,678,624	(11,298)
Cash flow from operations	(51,002)	52,663	(103,665)	107,419	(158,421)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(5,192)	(14,780)	9,588	(9,795)	4,603
Capital fund receipts	65,945	77,679	(11,734)	125,681	(59,736)
Capitalized modernization	(72,020)	(77,679)	5,659	(235,601)	163,581
Transfers to (from) Local Fund	-	(44,000)	44,000	(75,975)	75,975
Transfers to restricted cash - CAO	-	(178,425)	178,425	(182,518)	182,518
Transfers from (to) restricted cash - Repl Re	(69,280)	(69,280)	-	(54,656)	(14,624)
Section 18 transfers from Public Housing	616,411	605,850	10,561	594,345	22,066
Net unrestricted cash flows	484,862	352,028	132,834	268,900	215,962
Restricted cash flows:					
Housing Assistance Payments earned	11,644,984	12,403,389	(758,405)	12,397,533	(752,549)
Housing Assistance Payments	(12,562,122)	(12,121,000)	(441,122)	(12,163,425)	(398,697)
Investment income - restricted	31,934	51,509	(19,575)	47,551	(15,617)
Transfers from unrestricted - CAO	-	178,425	(178,425)	182,518	(182,518)
Transfers from (to)unrestricted - Repl Res	69,280	69,280	-	54,656	14,624
Purchased from replacement reserves	(40,171)	-	(40,171)	-	(40,171)
Sec 18 transfers to Affordable Housing	(616,411)	(602,946)	(13,465)	(594,345)	(22,066)
Total restricted cash flows	(1,472,506)	(21,343)	(1,451,163)	(75,512)	(1,396,994)
Net cash flows	(987,644)	330,685	(1,318,329)	193,388	(1,181,032)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,117,106	1,161,207	(44,101)	1,174,611	(57,505)
Gross billable rent	-	-	-	-	-
Vacancy loss	-	-	-	-	-
Premiums (concessions)	-	-	-	-	-
Other tenant revenue	-	-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	26,380	11,782	14,598	13,566	12,814
Total operating revenue	1,143,486	1,172,989	(29,503)	1,188,177	(44,691)
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	948,104	972,486	24,382	964,665	16,561
Utilities	-	-	-	-	-
Insurance	2,916	2,960	44	2,888	(28)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	41,388	41,327	(61)	44,391	3,003
Total operating expenses	992,408	1,016,773	24,365	1,011,944	19,536
Net program income	151,078	156,216	(5,138)	176,233	(25,155)
Other ongoing cash outflows:					
HAWC administration	216,478	214,481	(1,997)	214,221	(2,257)
Debt service	-	-	-	-	-
Total outflows	216,478	214,481	(1,997)	214,221	(2,257)
Cash flow from operations	(65,400)	(58,265)	(7,135)	(37,988)	(27,412)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	708	(73)	781	3,309	(2,601)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	12,457	(12,457)	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(64,692)	(45,881)	(18,811)	(34,679)	(30,013)
Restricted cash flows:					
Housing Assistance Payments earned	11,644,984	12,403,389	(758,405)	12,397,533	(752,549)
Housing Assistance Payments	(12,562,122)	(12,121,000)	(441,122)	(12,163,425)	(398,697)
Investment income - restricted	13,747	20,552	(6,805)	18,442	(4,695)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(903,391)	302,941	(1,206,332)	252,550	(1,155,941)
Net cash flows	(968,083)	257,060	(1,225,143)	217,871	(1,185,954)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	750,103	802,410	(52,307)	938,427	(188,324)
Gross billable rent	323,875	407,591	(83,716)	405,886	(82,011)
Vacancy loss	(2,586)	(2,965)	379	(2,600)	14
Premiums (concessions)	(22)	(304)	282	(253)	231
Other tenant revenue	29,908	32,917	(3,009)	32,323	(2,415)
Tenant revenue	351,175	437,239	(86,064)	435,356	(84,181)
Other revenue (incl GF subsidy)	3,736	3,016	720	3,334	402
Total operating revenue	1,105,014	1,242,665	(137,651)	1,377,117	(272,103)
Operating expenses:					
Repair and maintenance	871,338	880,308	8,970	892,980	21,642
Operations	205,950	211,237	5,287	204,134	(1,816)
Utilities	45,030	44,782	(248)	43,082	(1,948)
Insurance	26,490	26,641	151	25,990	(500)
PILOT	31,528	27,733	(3,795)	31,528	-
Bad debt, net of recoveries	(259)	(2,185)	(1,926)	44,502	44,761
Other	640	-	(640)	1,067	427
Total operating expenses	1,180,717	1,188,516	7,799	1,243,283	62,566
Net program income	(75,703)	54,149	(129,852)	133,834	(209,537)
Other ongoing cash outflows:					
HAWC administration	237,256	234,077	(3,179)	237,585	329
Debt service	-	-	-	-	-
Total outflows	237,256	234,077	(3,179)	237,585	329
Cash flow from operations	(312,959)	(179,928)	(133,031)	(103,751)	(209,208)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	9,676	13,615	(3,939)	14,207	(4,531)
Capital fund receipts	65,945	77,679	(11,734)	125,681	(59,736)
Capitalized modernization	(72,020)	(77,679)	5,659	(125,681)	53,661
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(309,358)	(166,313)	(143,045)	(89,544)	(219,814)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	18,187	30,957	(12,770)	29,109	(10,922)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(616,411)	(602,946)	(13,465)	(594,345)	(22,066)
Total restricted cash flows	(598,224)	(571,989)	(26,235)	(565,236)	(32,988)
Net cash flows	(907,582)	(738,302)	(169,280)	(654,780)	(252,802)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	12,628	17,027	(4,399)	17,639	(5,011)
Gross billable rent	42,248	40,800	1,448	40,681	1,567
Vacancy loss	(425)	(1,224)	799	(342)	(83)
Premiums (concessions)	-	(17)	17	(13)	13
Other tenant revenue	-	124	(124)	141	(141)
Tenant revenue	41,823	39,683	2,140	40,467	1,356
Other revenue (incl GF subsidy)	682	858	(176)	965	(283)
Total operating revenue	55,133	57,568	(2,435)	59,071	(3,938)
Operating expenses:					
Repair and maintenance	10,978	10,317	(661)	11,395	417
Operations	5,727	8,887	3,160	8,538	2,811
Utilities	6,831	6,495	(336)	6,150	(681)
Insurance	409	445	36	434	25
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	57	57	(595)	(595)
Other	-	-	-	-	-
Total operating expenses	23,945	26,201	2,256	25,922	1,977
Net program income	31,188	31,367	(179)	33,149	(1,961)
Other ongoing cash outflows:					
HAWC administration	196	2,387	2,191	2,580	2,384
Debt service	23,166	23,167	1	23,167	1
Total outflows	23,362	25,554	2,192	25,747	2,385
Cash flow from operations	7,826	5,813	2,013	7,402	424
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	50	53	(3)	(55)	105
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(3,453)	3,453
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	7,876	5,866	2,010	3,894	3,982
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	7,876	5,866	2,010	3,894	3,982



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,947	1,947	-	1,947	-
Gross billable rent	34,680	35,449	(769)	31,961	2,719
Vacancy loss	-	(1,063)	1,063	(3,148)	3,148
Premiums (concessions)	-	-	-	(175)	175
Other tenant revenue	-	5,533	(5,533)	3,356	(3,356)
Tenant revenue	34,680	39,919	(5,239)	31,993	2,687
Other revenue (incl GF subsidy)	20,821	26,667	(5,846)	28,024	(7,203)
Total operating revenue	57,448	68,533	(11,085)	61,964	(4,516)
Operating expenses:					
Repair and maintenance	1,620	20,047	18,427	18,810	17,190
Operations	6,943	7,972	1,029	11,602	4,659
Utilities	3,188	2,421	(767)	2,296	(892)
Insurance	691	627	(64)	677	(14)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	108	108
Other	838	513	(325)	19,875	19,037
Total operating expenses	13,280	31,580	18,300	53,368	40,088
Net program income	44,168	36,953	7,215	8,596	35,572
Other ongoing cash outflows:					
HAWC administration	2,007	1,873	(134)	3,696	1,689
Debt service	8,190	9,652	1,462	8,190	-
Total outflows	10,197	11,525	1,328	11,886	1,689
Cash flow from operations	33,971	25,428	8,543	(3,290)	37,261
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	4,565	6,725	(2,160)	6,255	(1,690)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	(56,457)	56,457	(75,975)	75,975
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	4,616	7,798	(3,182)	7,335	(2,719)
Net unrestricted cash flows	43,152	(16,506)	59,658	(65,675)	108,827
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	43,152	(16,506)	59,658	(65,675)	108,827



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	29,345	26,234	3,111	20,893	8,452
Gross billable rent	350,129	353,515	(3,386)	245,075	105,054
Vacancy loss	(10,091)	(6,933)	(3,158)	(3,989)	(6,102)
Premiums (concessions)	(847)	(10,684)	9,837	(6,810)	5,963
Other tenant revenue	(5,825)	5,603	(11,428)	1,396	(7,221)
Tenant revenue	333,366	341,500	(8,134)	235,672	97,694
Other revenue (incl GF subsidy)	5,517	7,177	(1,660)	5,117	400
Total operating revenue	368,228	374,911	(6,683)	261,682	106,546
Operating expenses:					
Repair and maintenance	113,878	80,550	(33,328)	68,142	(45,736)
Operations	68,395	95,578	27,183	66,204	(2,191)
Utilities	39,200	42,977	3,777	26,537	(12,663)
Insurance	7,328	7,073	(255)	4,763	(2,565)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	2,747	4,751	2,004	2,719	(28)
Other	-	9,073	9,073	7,110	7,110
Total operating expenses	231,548	240,002	8,454	175,475	(56,073)
Net program income	136,680	134,909	1,771	86,207	50,473
Other ongoing cash outflows:					
HAWC administration	134	3,417	3,283	2,333	2,199
Debt service	48,556	70,255	21,699	34,456	(14,100)
Total outflows	48,690	73,672	24,982	36,789	(11,901)
Cash flow from operations	87,990	61,237	26,753	49,418	38,572
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	117	693	(576)	296	(179)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(93,760)	93,760
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	(20,160)	(20,160)	-	(14,336)	(5,824)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	67,947	41,770	26,177	(58,382)	126,329
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	20,160	20,160	-	14,336	5,824
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	20,160	20,160	-	14,336	5,824
Net cash flows	88,107	61,930	26,177	(44,046)	132,153



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	5,004	9,664	(4,660)	9,664	(4,660)
Gross billable rent	2,841,384	2,824,141	17,243	2,772,935	68,449
Vacancy loss	(120,016)	(118,607)	(1,409)	(103,425)	(16,591)
Premiums (concessions)	(23,364)	(24,239)	875	(22,943)	(421)
Other tenant revenue	65,263	93,847	(28,584)	82,334	(17,071)
Tenant revenue	2,763,267	2,775,142	(11,875)	2,728,902	34,365
Other revenue (incl GF subsidy)	169,761	162,949	6,812	158,881	10,880
Total operating revenue	2,938,032	2,947,755	(9,723)	2,897,447	40,585
Operating expenses:					
Repair and maintenance	738,491	742,652	4,161	715,542	(22,949)
Operations	472,003	466,345	(5,658)	455,805	(16,198)
Utilities	266,302	271,231	4,929	264,189	(2,113)
Insurance	61,888	64,062	2,174	62,120	232
PILOT	-	-	-	-	-
Bad debt, net of recoveries	47,839	51,216	3,377	51,766	3,927
Other	-	-	-	-	-
Total operating expenses	1,586,523	1,595,506	8,983	1,549,422	(37,101)
Net program income	1,351,509	1,352,249	(740)	1,348,025	3,484
Other ongoing cash outflows:					
HAWC administration	1,532	1,464	(68)	1,453	(79)
Debt service	1,152,407	1,152,407	-	1,150,943	(1,464)
Total outflows	1,153,939	1,153,871	(68)	1,152,396	(1,543)
Cash flow from operations	197,570	198,378	(808)	195,629	1,941
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(20,308)	(35,793)	15,485	(33,808)	13,500
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(12,707)	12,707
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	(178,425)	178,425	(182,518)	182,518
Transfers from (to) restricted cash - Repl Re	(49,120)	(49,120)	-	(40,320)	(8,800)
Section 18 transfers from Public Housing	611,795	598,052	13,743	587,010	24,785
Net unrestricted cash flows	739,937	533,092	206,845	513,286	226,651
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	178,425	(178,425)	182,518	(182,518)
Transfers from (to)unrestricted - Repl Res	49,120	49,120	-	40,320	8,800
Purchased from replacement reserves	(40,171)	-	(40,171)	-	(40,171)
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	8,949	227,545	(218,596)	222,838	(213,889)
Net cash flows	748,886	760,637	(11,751)	736,124	12,762



V. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
February 29, 2012

Assets	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Current assets:							
Unrestricted cash and cash equivalents	(9,166)	1,744,182	16,194	73,536	957,033	(4,389,759)	(1,607,980)
Restricted cash and cash equivalents	245,114	55,724	1,080	34,064	31,700	267,778	635,460
Accounts receivable, net	10,717	51,088	837	34,299	—	253,023	349,964
Current portion of contracts receivable	—	4,913	—	—	2,436	—	7,349
Other current assets	1,458	18,983	204	7,307	449	49,825	78,226
Total current assets	248,123	1,874,890	18,315	149,206	991,618	(3,819,133)	(536,981)
Non-current assets:							
Restricted cash and cash equivalents	2,376,882	3,496,864	36,115	82,700	100	698,566	6,691,227
Contracts receivable	—	—	—	—	438,593	—	438,593
Capital assets, non-depreciable	—	3,837,223	50,000	41,617	202,465	4,095,129	8,226,434
Capital assets, depreciable, net	—	4,365,216	68,674	180,275	574,618	17,827,903	23,016,686
Total non-current assets	2,376,882	11,699,303	154,789	304,592	1,215,776	22,621,598	38,372,940
Total assets	2,625,005	13,574,193	173,104	453,798	2,207,394	18,802,465	37,835,959
Liabilities							
Current liabilities:							
Accounts payable	—	81,611	—	17,606	788	89,719	189,724
Deferred revenue	89	86,703	38	—	85	2,384	89,299
Accrued interest payable - bonds and notes	—	—	2,475	894	162	256,105	259,636
Current portion of notes and contracts payable	—	—	5,281	64,142	8,876	289,201	367,500
Current liabilities payable from restricted assets:							
Tenant and other deposits	245,114	55,724	1,080	34,064	31,700	267,778	635,460
Total curr. liabilities payable from restr. assets	245,114	55,724	1,080	34,064	31,700	267,778	635,460
Total current liabilities	245,203	224,038	8,874	116,706	41,611	905,187	1,541,619
Non-current liabilities:							
Contracts and notes payable	—	—	331,534	102,521	703,272	26,598,550	27,735,877
Total non-current liabilities	—	—	331,534	102,521	703,272	26,598,550	27,735,877
Total liabilities	245,203	224,038	340,408	219,227	744,883	27,503,737	29,277,496
Net Assets							
Invested in capital assets, net of related debt	—	8,202,439	(218,140)	55,229	64,935	(4,964,718)	3,139,745
Restricted	2,377,834	3,496,864	36,115	82,700	100	698,566	6,692,179
Unrestricted	1,968	1,650,852	14,721	96,642	1,397,476	(4,435,120)	(1,273,461)
Total net assets	2,379,802	13,350,155	(167,304)	234,571	1,462,511	(8,701,272)	8,558,463
Total liabilities and net assets	2,625,005	13,574,193	173,104	453,798	2,207,394	18,802,465	37,835,959



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
March 2012

Wait List Time Based on # of HH Members												
# HH Members	1	2	3	4	5	6	7	8	9	10	11	Total
#Families	2,159	1,551	1,033	577	337	158	71	38	16	6	1	5,947
Average Days	859	850	870	862	848	834	969	880	1,066	666	1,229	859

Wait List Based on Gender			
Gender	Female	Male	Total
Total	4,146	1,801	5,947

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	60	199	721	48	4,629	82	208	5,947

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	1,110	4,759	78	5,947

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	1,594	423	3,046	884	5,947



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

Fiscal Year-to-Date
March 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
March 2012	31	426	13.74

* 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: March 5,947— (February – 5,880). 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 March 2012 were at 13.74 (last month – 14.18). 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: 100% (last month – 99.5%).

*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 2,595 vouchers leased up in March (last month – 2,584). Seven (7) new vouchers were issued, and 34 applicants with vouchers are searching for housing (last month 4 new, 30 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 March, 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	2.54hrs	3.0 hrs	24 hrs
Routine WO's	4.77 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, 47 (61.84%) 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 96.74% (20 vacancies / 613 units), last month. NTR – 97%.



- **MAINTENANCE ACTIVITIES**

Special Projects:

- Removed the hazardous playground equipment at 125th Complex.
- Management Physical Inspection repairs completed in the Aloha area.
- Re-framed and roofed a portion of a Public Housing unit.
- Water heater replaced at two (2) Public Housing units.
- Range replaced at one (1) Public Housing unit.
- Refrigerator replaces at four (4) Public Housing units.
- Washer and dryer installed at the 7th Street Shop to recycle and reuse work rags.
- Cabinets replaced in one (1) Public Housing unit.
- Garage door replaced at two (2) Public Housing units.

Turnovers:

- Completed three (3) Public Housing unit turnovers with an average of 9.67 Maintenance days per unit.
- Turnover cleaning was completed by in-house maintenance staff on two units.
- Carpet replaces on all three (3) turnovers 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	46	2
Special Needs	25	25	0
FY2012 Allotment (TBD)	50	0	50
Total PBVs	225	83	142

With the additional 50 project-based vouchers authorized in the FY2012 PHA plan, there are 225 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), and 50 TBD vouchers.

Val Valfre will work with the Office of Community Development and other stakeholders to determine how these 50 new PBVs should be allocated.



WASHINGTON COUNTY
OREGON

	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					
Northwest Housing Alternatives (new development)				8					
Bridges To Housing				7					
CPAH (new, 1st & Lombard, Beaverton)				8					
Total PBVS	12	12	12	46	0	0	25	25	15



V. STAFF REPORTS
E. Report on Homelessness

• **COST STUDY ON HOMELESSNESS**

On April 16, the Vision Action Network (VAN) released a Request For Qualifications (RFQ) to perform a Homeless Cost Study, with responses due by May 11, 2012. The VAN is requesting proposals from consultants to design and conduct a cost study of chronic homelessness in Washington County. The purpose of this study is to understand the amount of money various systems (hospitals, law enforcement, emergency medical services, jail, community corrections, etc.) are currently spending on services that do not end homelessness permanently.

Support to develop the Homeless Cost Study was received by stakeholders 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 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 facilitate 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.

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

On April 13, the HSSN Strategic Planning and Discharge Workgroup met to finalize and submit the CoC Check-up Action Plan that defines action by the CoC to address low-scoring areas identified in the Check-up process. These areas include:

- Goal: Improve accessibility to housing and services through a system-wide coordinated and centralized assessment system serving people at risk of homelessness and people experiencing homelessness.

Implementation Timeline: May 2012 through June 2013



- Goal: Expand HMIS data collection and develop system-wide information sharing policy to support coordinated homeless response system, to include HUD and non-HUD funded projects. Develop HMIS System-wide information sharing policy and reporting tools.

Implementation Timeline: By March 2013

- Goal: Prevent and end chronic homelessness and Veteran homelessness by 2015, as defined by the Federal Strategic Plan “Opening Doors”. Increase CoC capacity to house chronically homeless people and homeless Veterans.

Implementation Timeline: By June 2015

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.

- **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:

- Homeless Definition that includes persons at risk of homelessness and those who are literally homeless (final effective 1/4/2012)
- Emergency Solutions Grant (ESG) Program (interim effective 12/5/2011)
- Consolidate Plan Conforming Amendment (interim effective 12/5/2011)
- Homeless Management Information System (HMIS) that establishes data standards and includes codification of the CoC planning model (interim effective 12/9/2011)

Not yet released are the regulatory provisions for a new:

- CoC Program that consolidates the current Supportive Housing (SHP), Shelter Plus Care (S+C) and SRO Mod-Rehab programs into one program
- Rural Housing Stability Assistance Program

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.



Federal Homeless Program Funds	FY 2010	FY 2011	FY 2012	FY 2013 <i>[proposed]</i>
	\$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
<i>Award - Competitive Funds Washington County CoC</i>	<i>\$2.1 million</i>	<i>\$2.1 million</i>	<i>n/a¹</i>	
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$160 million	\$225 million	\$250 million	\$286 million
<i>Award – Formula Funds Washington County ESG</i>	<i>\$88,350</i>	<i>\$137,797</i>	<i>\$157,499</i>	

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

During the last 10 days of January 2012, a HUD mandated point-in-time (PIT) shelter and street homeless count was conducted across the nation. In Washington County, a slight reduction in homelessness was reported and provides a trend for decreased homelessness in our community. The preliminary data reported below represents an increase in unsheltered homeless families and unaccompanied youth as a result of expanded outreach and reporting by the McKinney-Vento Homeless Student Liaisons within the school districts.

56% are families with at least 1 adult and 1 child (240 households)
 40% are adults only (502 households)
 4% are unaccompanied youth ≤17 years (51 people)

81% unsheltered people (living in camps, street, vehicles, doubled-up)
 19% sheltered people (Emergency Shelters, Transitional Housing, Safe Haven)

Historical homeless count data includes:
 January 2012 = 1,331 *[2012 Preliminary Data- Awaiting OHCS Approval]*
 January 2011 = 1,356
 January 2010 = 1,383
 January 2009 = 1,243
 January 2008 = 1,145
 January 2007 = 1,241
 January 2006 = 1,162
 January 2005 = 787

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



- **BRIDGES TO HOUSING PROGRAM**

A five-year Evaluation Report on the Bridges To Housing program is under development by the Regional Research Institute at Portland State University, and will capture the outcomes of this innovative housing-first model serving high-need (chronic) homeless families in Washington, Multnomah and Clackamas counties in Oregon, and Clark County in Washington state.

Within Washington County, the program provided 53 households with 2+ years of housing subsidy, intensive case management, education/employment supports, child care, and an array of supportive services with an overall program cost of \$2.3 million (\$47,458 average per household/per 2-year program participation).

The program currently has 19 households participating in the program, with households scheduled for program exit/graduation beginning June 2012. A proposal was submitted in response to the Housing Authority RFP 2011.079P requesting seven (7) Project-based Section 8 (PBS8) vouchers 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. Due to the use of PBS8 vouchers in PHA-owned properties, the proposal will be submitted to the HUD Portland Field Office for approval.

- **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.



- **PROJECT HOMELESS CONNECT – January 25, 2013**

The 7th Annual Project Homeless Connect event is scheduled for Friday, January 25, 2013. The one-day event serves more than 500 people, and provides on-site services and information to local housing and community resources. Tentative long-range planning includes a Project Homeless Connect event to be held at a second time in the year 2013, possibly during July.

- **HPAC HOMELESS CONSUMER POSITION VACANCY**

A vacancy exists on the HPAC for the Homeless/Formerly Homeless Consumer position. Outreach and information has been shared through the Housing and Supportive Services Network (HSSN) and various other community forums. The position will remain open until filled.

The HPAC provides oversight to the implementation of the 10-Year Plan and leadership to effectively collaborate with state and local partners to develop additional resources to meet the ambitious goals included in the Plan.

- **OREGON ENDING HOMELESSNESS ADVISORY COUNCIL (EHAC)**

Governor Kulongoski established the Ending Homelessness Advisory Council (EHAC), a statewide working group of experts and community representatives to recommend policy changes that improve services and opportunities for homeless people, including the planning and development of the State 10-Year Plan to End Homelessness.

The EHAC last convened on Friday, October 21, 2011. Meetings have been temporarily suspended during the reorganization of staffing at Oregon Housing and Community Services (OHCS), the state division that provided staffing and oversight to the EHAC. In addition, a renewed interest in the role of the Oregon Interagency Council on Hunger and Homelessness (ICHH) is under review.

VI. OLD BUSINESS

- **TAX EXEMPTIONS FOR AFFORDABLE HOUSING**

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.

As of February 2012, TVF&R and the Hillsboro School District had approved this exemption program for three-year pilot periods. Reviews of the ORS 307.540-548 clarified that the governing body (the city or county with legislative authority over the property) must approve the ordinance and participate in the exemption program in order for any exemption to be legal — service districts alone are not sufficient under the law. As a result, Housing staff met with City of Hillsboro staff and the new



Hillsboro City Manager to determine if it would be possible to approve an ordinance in time for exemptions to be processed this year. An ordinance would need to be in place in time to allow certification of exemptions by June 1, in order to allow Washington County Assessment and Taxation (A&T) time to finalize tax rolls with the state Department of Revenue. The City Manager is willing to consider pursuing this program with City Council, but it is not clear if this will happen in time to certify exemptions for this year.

Two applications were received by April 1, 2012, which may be eligible for exemption if Hillsboro approves an ordinance. Applications were received from Bienestar (2 multifamily properties, 2 single-family NSP homes) and Community Partners For Affordable Housing (3 single-family NSP properties).

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	4/2: meeting with new City Manager 5/15: Council approves 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	April/May: Council approves support?
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 April 11, 2012 and began working in smaller groups to begin brainstorming and developing possible strategies to address broad categories — Housing, Transportation, and Economic Development. The CAC will also tour the study area on the evening of Wednesday April 25, from 5-7:30 pm.

A half-day workshop event is planned for June (probably 9am-12 or 1pm June 16th), 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 project team met with a FHWA Project Management Improvement Team on Thursday April 12. The meeting included a check-up on contract compliance issues that have been likely to be audit challenges for other grantees. Based on the team's review, the Aloha-Reedville project appears to be on track and in compliance with the grant contracts.

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 second faith community summit is scheduled for 9:30-11:30am, Monday May 14, and will likely be held at the Sequoia Mental Health facility on 185th.

The Center for Intercultural Organizing has been engaged to assist in engaging and building capacity for immigrant communities in the study area.

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.**

HAWC partnered with WorkSystems, Inc to submit an application for a Department of Labor Workforce Innovation Fund grant. Other partners include the Housing Authority of Clackamas County, Home Forward, the Housing Authority of Vancouver, and the Southwest Washington Workforce Investment Board.

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.

The grant proposal was submitted on March 22, 2012.



- **MIXED-INCOME HOUSING WORK GROUP**

The second meeting of the work group exploring the feasibility of mixed-income housing in Washington County will take place on Thursday April 26 from 3-4:30pm in the Beaverton Library meeting room. The group will review some recent proformas for housing projects in the community and may consider examples of successful mixed-income housing from other locations that are similar to Washington County.

VII. NEW BUSINESS

- **RESCHEDULING HAC RETREAT AND HOLIDAY LUNCHEON**

The tentative dates for the HAC Annual Retreat (October 5) and the HAC Holiday Luncheon (December 7) conflict with Housing Council meeting dates, and will need to be rescheduled.

New proposed dates are:

HAC Annual Retreat
Friday September 28, 2012
Friday October 19, 2012

HAC Holiday Luncheon
Friday December 14, 2012

VIII. RESOLUTIONS/ACTION ITEMS

IX. ADJOURNMENT