

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



**Thursday, May 24, 2012
9:00 a.m.**

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



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IX. ADJOURNMENT

Next Meeting:

Thursday, June 26, 2012

2012 Meeting Schedule
May 24 - Budget
June 28
July 26
August 23
September 27
September 28 – Retreat
October 25
November 15
Friday, December 14 - Luncheon



HOUSING ADVISORY COMMITTEE
Department of Housing Services
May 24, 2012 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. April 26, 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
 - FY2013 Housing Authority Budget
 - 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
April 26, 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
Tricia Peterson LaShanda
Williams
David Nase Donna Pottle

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

Renee Bruce

GUESTS PRESENT

Maggie Reilly

Laurie Butler 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 February 23, 2012— Ramsay Weit

Second: Ron Lehr

Vote: All approve

Motion: Approve the minutes from March 22, 2012— David Nase

Second: Ron Lehr

Vote: All approve

III. DISCUSSION - ORAL COMMUNICATIONS

- Val Valfre welcomed Tricia Peterson and LaShanda Williams to the Housing Advisory Committee.
- Ron Lehr reported that he is working with Housing Authorities in Bellingham, Washington (Whatcom County) and Clackamas County to refinance their loan debt. HAWC's process is being used as the model.
- David Nase commented that occupancy and rental rates vary seasonally, but that rental rates seem to be slowly increasing. Rents tend to increase in pockets or specific areas.



- Laurie Butler stated that the lot/land market has picked up. The Urban Growth Boundary may mean that the Portland region is out of vacant lots in ~2 years.

IV. EXECUTIVE DIRECTOR'S REPORT

- New Appointments to the Housing Advisory Committee (HAC)

The Board of County Commissioners made the following appointments on April 3, 2012:

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

- Workforce Housing Density Bonus in North Bethany

There was a brief discussion of the proposed density bonus for North Bethany, which includes three options for including affordable rental or homeownership units.

There are three affordability options for developers requesting a density bonus—two focused on ownership units, and one on rental units.

- Option 1 – build 20% as workforce housing with no long-term affordability
- Option 2 – build 10% as workforce housing with 30-year affordability.
- Option 3 – build 10% as workforce rental housing with 30-year affordability

Staff from the Department of Housing Services and the Office of Community Development provided a presentation on affordable housing options for the Planning Commission on April 18.

The proposed ordinance is available on the County website at:

<http://www.co.washington.or.us/LUT/Divisions/LongRangePlanning/2012-land-use-ordinances.cfm>

- Nonprofit Corporation Low Income Housing Tax Exemption

As of February 2012, TVF&R and the Hillsboro School District 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. For most of the properties that applied this year, the governing body is the City of Hillsboro.

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 approved in time to allow certification of exemptions by June 1, in order to allow Washington County Assessment and Taxation (A&T) 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.

Val Valfre is working to get a meeting with Chair Duyck to discuss Washington County's support for this process, but it is unclear what the outcome will be.

- Upcoming Events

The State Housing Council will review Oregon Housing and Community Services' proposed changes to the Consolidated Funding Cycle (CFC) scoring structure at its next meeting on Friday, May 4. The new scoring guidelines will be used for 2013 applications, and may be revised further for future funding cycles.

Val Valfre is participating in a Veterans Work Group for the Housing Alliance. The work group will discuss issues related to housing and services for veterans, including possibly developing a dedicated funding stream for veterans' services.

Robin Boyce will present information on the Low Income Housing Tax Credit for the Board of County Commissioners at a future work session—possibly June 12.

- Special Presentations: Family Self-Sufficiency (FSS) Program

Lonya Meier and Laura Araza provided a brief overview of the FSS program. The Family Self-Sufficiency (FSS) program is a 5-year, voluntary program designed to assist low-income families who are currently receiving housing assistance in reaching economic independence by offering education, planning and community support.

The FSS program requires that the head of household agree to enter into a Contract of Participation for five years with a personalized set of goals to improve their circumstances and become independent. Sample goals include earning a degree, obtaining employment, developing savings, and buying or renting a home. A significant factor in the success of the program is building a network of professionals and organizations to provide education, networking opportunities, and other services to help FSS families achieve their goals.

The FSS requirements are that all family members become independent of welfare/TANF, and that the head of household seek and maintain suitable employment. As the family participates in the program and through employment sees increases in their earned income, an interest-bearing FSS escrow account is established. A portion of the increases in the family's share of the rent because of increases in earned income are credited to the FSS escrow account. In other words, the escrow credit comes from the money that Housing Authority no longer has to pay to the landlord because the family is paying more and this "savings" gets deposited into their FSS escrow account.

HAC members asked how many program participants actually leave Section 8 or Public Housing programs at graduation. It is possible to graduate from FSS without leaving Housing assistance program. About 2 households graduate FSS and also leave Housing programs yearly. There are about 75 participants at any given time.



Eligible participants are Section 8 or Public Housing residents that are willing and able to work. HAWC may not require clients to participate in this program.

- Special Presentations: Individual Development Accounts (IDAs)

Maggie Reilly from CASA of Oregon provided a short presentation on the IDA program operated through CASA of Oregon.

The Valley Individual Development Account (VIDA/IDA) program is a financial incentive program that assists low-income households in saving for homeownership, home rehabilitation, education, start or expands a business, and assistive technology needed for employment.

Households participate in the savings program for 6-36 months. The program is funded nationally through the Department of Health and Human Services, and through Oregon Housing and Community Services. The program targets households that have incomes at 80% Median Family Income (MFI) and below, with less than \$20,000 in net assets (excluding a home and vehicle).

Individuals save at least \$25 per month while in the program, and have the opportunity to build financial management skills, take homeownership classes, etc, to develop good long-term financial habits.

Savings accounts are matched at \$3 (IDA) to \$1 (participant) during the program, up to \$9,000 in match. This program layers on top of other programs and services to help households meet their personal development goals. Participants complete an individual development plans that outline the necessary steps to meet their goals—such as developing a business plan to start a new business. The IDA program is not a loan program—funds do not have to be paid back, and are treated as a gift for tax purposes.

CASA administers this program with a number of partners, including Health and Human Services, Head Start, community colleges, etc. The IDA program is not a stand-alone program, and must be aligned with case management.

The Oregon program is funded with revenues from sales of tax credits, which is capped at \$10 million for Oregon. Federal program funding is limited to \$1 million per organization. CASA could support more IDA participants, and would like to see increased participation if partner agencies have sufficient capacity to provide case management. The CASA IDA program has a lower-than-average dropout rate (about 30%) currently. Partner agencies select program participants, and CASA encourages partners to select participants that are likely to succeed. Peter Hainley reiterated that the IDA program is intended to be an asset-building program, not a poverty-reduction program, and that bringing participants into the program that are unlikely to succeed would be counter-productive.

Annette Evans suggested that the Boys and Girls Aid Transitional Living Program may be a good candidate for this program. She will follow up with CASA to discuss this. Maggie Reilly commented that educational partners generally have higher success rates.



HAWC would like to increase participation in the IDA program. FSS case managers expressed some concern about case management capacity, and overestimating participation and forfeiting funding. Maggie Reilly will work with HAWC staff to determine how some of these issues might be addressed. Peter Hainley suggested that it may be possible to find foundation or private funding for case management to expand the FSS and IDA program utilization.

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.

Eighteen Housing Authorities nationwide have opted out of administering the Section 8 program as a result of reduced administrative fees. HUD also recently increased Section 8 Administrative Fees to 80%. If Section 8 Administrative Fees are funded at 80% for 2013, HAWC will be able to maintain current staffing levels until December 31, 2013.

The FY2013 Housing Authority budget will be presented at the May HAC meeting, and will go to the Housing Authority Board of Directors at the end of June.

Ron Lehr asked if the rent levels for affordable properties were maximized. Gary Calvert responded that rents were maximized, and HUD has allowed a few small unit/month increases.

HUD has tentatively agreed to allow HAWC to sell Aloha Park if the property is rehabbed to meet all its capital needs. The sale of this property would allow HAWC to capture the property's equity in cash, which would fund much-needed capital repair and improvements at other properties.

Laurie Butler asked about forming a 501(c)(3) or refinancing the property. Gary Calvert and Val Valfre responded that these options would not allow HAWC to capture the equity in cash. The property does have a 60-year use agreement that requires the property to remain affordable.

Ramsay Weit expressed some concern that selling the property may result in its purchase by a housing provider that may not provide services. Peter Hainley suggested that a more detailed pro and cons discussion take place at a future HAC meeting.

Val Valfre stated that this would be discussed in more detail at the May or June HAC meeting.

B. Section 8 and Low Rent Public Housing

- Average vacancy days per unit are 13.74. 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 5,900.
- Work order effectiveness is very high, but there may be slight decreases in response rates with reduced staffing levels.
- There are 76 FSS participants, with a total of \$231,000 in escrow accounts (~\$4,000 average).

C. Affordable Housing

- Occupancy rates remain high in affordable housing.

D. Special Projects

- Project-Based Vouchers

The FY2012 PHA Plan includes approval to project-base an additional 50 vouchers. Val Valfre will work with the Office of Community Development to determine how these vouchers are allocated. These vouchers will be targeted to high-needs populations identified in the Consolidated Plan that may not be served through Section 8 currently. New vouchers may be allocated to existing categories, or new categories may be created.

Project-based vouchers were awarded to four housing projects in March. An outside certified appraiser will need to approve rent reasonableness for the Bridges to Housing program in order to allocate Project-based vouchers.

E. Report on Homelessness

Annette Evans presented the following report.

- Cost Study on Homelessness

Vision Action Network (VAN) has taken the lead in coordinating the process of developing a cost study for Washington County. Ms. Kelley-Torregroza provided a handout with information on the current progress of the Washington County homelessness cost study.

The cost study is the first step in the longer process of using a data-driven approach to redirect dollars towards homeless services and programs and using cost/benefit analysis to continue to build political will and increase funding for these services. Other communities, such as Knox County, Tennessee and Asheville, North Carolina have seen significant outcomes with this approach, including a funding pool provided by foundation funding and contributions from local businesses.



The cost study advisory committee met in March to determine the scope of the study, and determined that the study will be part of a larger plan to increase resources for proven strategies to end homelessness and aligned with Washington County's Ten-Year Plan to End Homelessness. The group also determined that a messaging plan would need to be developed before releasing cost study data.

The cost study will collect data and costs associated with chronically homeless populations in Washington County, including all household types (single adults, couples, families with children, and unaccompanied youth).

- Federal Continuum of Care (CoC) Check-Up Process

No additional update provided in the meeting.

- HEARTH Act Implementation

- No additional update provided in the meeting.

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

New partners participated in the PIT Count this year, including school districts.

Households in emergency housing, transitional housing, or emergency shelter are considered homeless, but not unsheltered. Unsheltered households are those living in cars, in campsites, on the streets, or in other locations not meant for human habitation. Unsheltered and sheltered homeless households are broken out in some of the demographic details. The 2012 PIT did not use the new HEARTH Act definition of homelessness, because the final rules and regulations have not been released.

Data from the 2012 PIT Count shows a slight decrease in the total number of homeless persons counted—1331 in 2012 vs. 1356 in 2011. This continues the trend of decreasing homelessness in Washington County. This is a significant achievement during a major recession with high unemployment and foreclosure rates and an increasingly-tight rental market.

The number of chronically homeless households (including singles, couples, families with children and unaccompanied youth) increased slightly in the 2012 count.

- 1,331 homeless individuals (all ages, in all household types)
 - 1,083 unsheltered (7% decrease from 2011 count)
 - 248 in emergency housing, transitional housing, or shelter beds
- 789 homeless households (all household types)
 - 649 unsheltered (6% decrease from 2011 count)
 - 140 in emergency housing, transitional housing, or shelter beds

The 2012 PIT showed a significant increase in homeless veterans, which is largely a result of the opening of the Salvation Army Veteran and Family Center. This program provides transitional housing and supportive services, and households in the program are included in the PIT count.



Farmworker households are a new demographic category included this year.

The report included a housing inventory showing the Washington County CoC bed capacity. The inventory includes

- Permanent housing beds (persons/households in these beds are not included in the PIT count)
- Safe Haven beds (included in PIT count)
- Transitional housing beds (included in PIT count)
- Shelter beds (included in PIT count)

The CoC's bed capacity has increased from 364 beds in 2007 to 723 in 2012, an increase of 359, largely as a result of Shelter Plus Care (SPC) permanent housing bonus awards, project-basing Section 8 housing vouchers, and the receipt of 25 HUD-VASH vouchers in 2010.

Annette Evans reported that the centralized intake system currently in Washington County could be further streamlined and coordinated to develop a truly 100% coordinated intake system-wide. A system-wide intake system would use a single standardized intake and assessment process for all homeless households, and provide for sharing of case notes and other relevant information across service providers.

The semi-centralized intake system and coordinated programs under the Ten-Year Plan to End Homelessness, along with increased bed capacity in Washington County, contributed to the decrease in homelessness since 2007.

- Bridges to Housing Program
No additional update provided in the meeting.
- Supportive Services for Veteran Families (SSVF) Program
No additional update provided in the meeting.
- Project Homeless Connect—January 25, 2013
No additional update provided in the meeting.
HPAC Homeless Consumer Position Vacancy
No additional update provided in the meeting.
- Oregon Ending Homelessness Advisory Council (EHAC)
No additional update provided in the meeting.

VI. OLD BUSINESS

- Tax Exemptions for Affordable Housing
Next steps in this process will include engaging nonprofit partners to secure jurisdictional support for this program. Organizations will be invited participate at the next HAG meeting.



Peter Hainley asked if it might be more effective to focus on a single jurisdiction. Hillsboro is the current focus, because Tualatin Valley Fire & Rescue (TVF&R) and the Hillsboro School District have approved this program for a three-year pilot.

- Aloha-Reedville Study and Livable Community Plan

The Aloha-Reedville Citizens Advisory Committee (CAC) met on April 11, and upcoming meetings will take place on May 9 and June 13. CAC meetings take place 6-8:30pm at the TVF&R facility on SW Blanton and 209th. These CAC meetings will include small working groups to brainstorm and discuss potential strategies.

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 Housing Authority has stepped back from this project. HAWC does not have staff capacity to lead this effort, and no longer has local funds available for match.

- 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 has been submitted, and there is currently no additional information available.

Peter Hainley suggested that this may provide an opportunity to utilize IDAs.

- 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.

VII. NEW BUSINESS

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



Several HAC members expressed that either proposed date for the retreat would work. There was a general preference for Friday, September 28. Ron Lehr will check his schedule and respond. Val Valfre asked HAC members to suggest speakers as well. Laurie Butler suggested that Portland Habitat for Humanity has made some interesting changes recently, and could be a good speaker group.

UPDATE: The HAC Retreat will take place Friday, September 28, 2012 at Jenkins Estate.

The HAC Holiday Luncheon will take place on Friday December 14, 2012. At the previous luncheon, HAC members asked if the event could be hosted at The Venetian in Hillsboro. Inquiries have been made about securing the venue.

- Other Updates

HAWC and other housing providers met with Karen Tolvstad from Oregon Housing and Community Services to discuss the current Consolidated Funding Cycle (CFC) application process and possible adjustments. This conversation will inform the revisions to the process that are underway.

Oregon ON will hold an industry conference in Salem on May 16.

Oregon Housing Authorities will meet May 17. Oregon Housing Authorities are working to coordinate a waiver request for some of the Section 8 and Public Housing regulatory requirements to mitigate some of the impacts of funding cuts. While HAWC has supported the option of increased operational flexibility, the current letter to presents the wrong message to HUD related to our funding shortfalls. Some waivers may be more useful in some locations than others, and may not be as useful for Washington County. Peter Hainley and Ron Lehr commented that focusing on waivers that reduce unneeded administrative burdens rather than reducing services may be useful.

VIII. RESOLUTIONS/ACTION ITEMS

IX. ADJOURNMENT

Meeting adjourned at 11:00a.m.

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



IV. EXECUTIVE DIRECTOR'S REPORT

This last month has seen our continued participation in promoting affordable housing in Washington County. Most of the actions and ongoing issues in this regard have been addressed in our "County" role, rather than as a Housing Authority. Regardless, our mission directs that we increasingly promote collaboration and support to community partners in furthering the goal of expanding the availability of quality affordable housing. Let me review a few areas of importance.

- **North Bethany Workforce Housing Issue**

This issue is a key aspect of the Ordinance No. 745 related to options for promoting workforce housing in North Bethany. I mentioned at our last meeting that Ramsay, Jennie Proctor and Ben Sturtz of Community Development, and I testified to the Washington County Planning Commission in favor of some options for long-term affordable, deed-restricted workforce home ownership and rental housing. DLUT Staff included workforce housing as a requirement should any developer voluntarily choose to seek a density bonus and thereby increase the number of housing units on an acre above the zoning designation. After some discussion, this language was included in the approved packet that was forwarded to the Washington County Board of Commissioners for final approval. A public hearing on Ordinance No. 745 (and 748) was held on May 15 with the Board, where once again public testimony was presented. The Board conditionally approved Ordinance No. 745 as presented while staff works out details on other aspects of the plan with developers. Final approval should occur on June 5, 2012. This is a positive step toward retaining the workforce housing option in North Bethany and allowing families and individuals to live in affordable housing that is located near to where they work. Ultimately, the sustainability of housing at these affordable price points will depend on the motivation of developers to partner with other agencies that have expertise in deed-restricted housing and income-monitoring.

- **Aloha-Reedville Study and Livability Plan**

This project is moving ahead with positive reviews from our funders and from the community. Both HUD and DOT have expressed pleasure with the outcomes and progress shown on meeting key deliverables for this project. More detail on this significant project is presented later in this report.

- **Nonprofit Corporation Low-Income Housing Tax Exemption**

We are continuing to press this initiative on behalf of the nonprofit housing providers in Washington County. After briefing the Hillsboro City Manager, we are still seeking guidance on "next steps" to garner formal city approval. I also briefed The Chair on this initiative at a recent Policy meeting. "Next steps" from this meeting were to complete the Washington County Cost Study on homelessness. This effort was



undertaken as a result of associated with the Philip Mangano's dynamic presentations in January. Results of the cost study will be integrated into a request to move forward to a Work Session. We hope to have the Cost Study done by mid-summer. Our timeline is to have the governing jurisdictions (Cities of Hillsboro and Beaverton, Washington County) approve this initiative no later than December 2012. Ordinances need to be passed and processes need to be coordinated so that applications for the tax exemption can be processed quickly beginning April 1st. The Department is hosting a meeting with nonprofit housing providers and local government staff on May 21 to discuss strategies to promote how best to meet this timeline. This may be an area that the Housing Advisory Committee may consider expressing its support.

- **Housing Alliance Initiative – Veterans Workgroup**

I am very pleased to be participating on this workgroup that is seeking to identify and initiate a dedicated source of funds for veterans' housing and services. Led by Ryan Fisher of Northwest Public Affairs and Janet Byrd of Neighborhood Works, we have discussed various funding sources (GO Bonds, Document Recording Fee, Housing Plus, etc.) and funding "buckets" (development, operations, services) to address with legislators in the 2013 Biennium session. Since more than 1 in 6 persons identified in homeless shelters is a veteran, this is an initiative that should garner public support.

- **HUD Funding Shortfalls**

There has been little progress in Congress in taking action to restore funding to our key programs. While funding for Public Housing and Section 8 is relatively stable, the critical Administrative funding needed to adequately support the Section 8 program is missing in the President's and Congress' initial appropriation bills. In the Appropriation process, HUD's budget is considered with the Transportation Department's budget – and both are likely to take additional cuts due to the approved sequestration of funds as a result of last year's debt limit increase. About 11 Oregon Housing Authorities submitted waiver requests to HUD to increase operational flexibility, but most of these waivers are statutory and will not be approved. While increased flexibility is usually a positive in creating efficiencies, I felt the message to the Congressional leadership was mis-directed and appeared to indicate that if they approved these waivers, then Housing Authorities could operate their programs "efficiently" and "effectively" at the 80% (or less) pro-ration. I disagreed and stressed that we should instead be arguing that our mission remains clear -- to provide safe, sanitary and decent housing to our clients and that we find unacceptable any continuing funding shortfall that prevents us from doing so.

HUD was also asking Authorities regarding a possible move to combine the Public Housing operating fund that supports operations and subsidy and the Public Housing Capital Fund into a single fund. As a "small" Housing Authority, we already have "fungibility" of "ops" and capital funds. However, we have been consistently



shortchanged nationwide on receiving the capital funds required to keep the public housing stock portfolio at safe and functional levels, to the tune of over \$26 billion. At the recent Oregon Housing Authorities quarterly meeting, the consensus was that allowing HUD to merge these funding streams would only further obscure the decline in necessary capital funding from public and congressional review.

- **Upcoming Events**

On June 12, Robin Boyce from Housing Development Corporation will provide a presentation on the Low Income Housing Tax Credit (LIHTC) program at the Board's Work Session. LIHTC are the most used funding tool for affordable housing, and these 9% tax credits are awarded each year by the State. During our affordable housing tour with the Board and developers, they expressed some interest in how this program worked. This training would also be of value to the HAC and you are all invited to attend. It starts at 8:30 am in the Public Services Building, Room 140.



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

Cash Flow:

Along with comparison to budget, comparison to prior year is shown for all programs. The prior year amounts are 9/12 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 nine months of the Fiscal Year, the Authority's cash flow from operations, of negative \$48,782 fell short of the budgeted amount by \$121,776 and of the prior year by \$169,624.

Section 8 had negative cash flow of \$32,341, which was \$19,454 favorable to budget. The improvement from the prior month is due to HUD's final reckoning of CY2011. However, variance due to subsidy loss through June 30 is expected to reach \$99,000 for the fiscal year, and the operating loss for the program should be approximately \$80,000. This loss will be offset by beginning balances of \$65,000 and 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 \$380,876, which was \$178,457 unfavorable to budget. \$166,340 of this unfavorable variance is due to reduced funding from HUD, and an additional \$92,093 of the unfavorable variance is due to lower rents, resulting from the declining average income of our tenants. This is offset by a favorable variance in operating expenses, which reflects elimination of 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 \$94,425, which was \$25,534 favorable to budget. All cash generated by Aloha Park is restricted for use by that property.

Affordable Housing cash flow from operations of \$223,643 is favorable to budget by \$469 and favorable to the prior year by \$3,562. The cash flow exceeds the amount required to fund County bond reserves year to date by \$22,915. However, the County bond reserve contribution is waived this year and will be used to offset the Section 8 Administrative Fee shortfall for the next year.

Statement of Net Assets (Balance Sheet) –

Section 8 has unrestricted net assets of \$35,269, 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 \$3,424,137 exceeds the combined Affordable/Local fund deficit of \$2,902,403 by \$521,734, 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 – March 2012

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Hud operating subsidies	1,296,428	802,502	14,328	33,013	2,191	5,004	2,153,466
Gross billable rent	-	366,447	47,529	394,473	39,050	3,196,557	4,044,056
Vacancy loss	-	(2,770)	(425)	(13,118)	-	(133,279)	(149,592)
Premiums (concessions)	-	(22)	-	(847)	-	(26,156)	(27,025)
Other tenant revenue	-	31,786	-	(6,240)	-	69,988	95,534
Tenant revenue	-	395,441	47,104	374,268	39,050	3,107,110	3,962,973
Other revenue (incl GF subsidy)	28,206	3,736	762	6,376	20,821	191,565	251,466
Total operating revenue	1,324,634	1,201,679	62,194	413,657	62,062	3,303,679	6,367,905
Operating expenses:							
Repair and maintenance	-	971,605	11,863	134,073	1,685	834,598	1,953,824
Operations	1,066,697	231,255	6,290	78,223	7,468	527,474	1,917,407
Utilities	-	48,246	6,902	40,405	3,778	302,105	401,436
Insurance	3,280	29,801	460	8,303	778	69,624	112,246
PILOT	-	35,469	-	-	-	-	35,469
Bad debt, net of recoveries	-	(259)	-	3,461	-	48,160	51,362
Other	45,002	640	-	-	945	-	46,587
Total operating expenses	1,114,979	1,316,757	25,515	264,465	14,654	1,781,961	4,518,331
Net program income	209,655	(115,078)	36,679	149,192	47,408	1,521,718	1,849,574
Other ongoing cash outflows:							
HAWC administration	241,996	265,798	199	141	2,245	1,617	511,996
Debt service	-	-	26,062	54,626	9,214	1,296,458	1,386,360
Total outflows	241,996	265,798	26,261	54,767	11,459	1,298,075	1,898,356
Cash flow from operations	(32,341)	(380,876)	10,418	94,425	35,949	223,643	(48,782)
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	777	10,760	60	141	5,151	(22,480)	(5,591)
Capital fund receipts	-	89,226	-	-	-	-	89,226
Capitalized modernization	-	(89,227)	-	-	-	-	(89,227)
Transfers to (from) Local Fund	-	-	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	(22,680)	-	(55,260)	(77,940)
Section 18 transfers from Public Housing	-	-	-	-	5,192	686,022	691,214
Net unrestricted cash flows	(31,564)	(370,117)	10,478	71,886	46,292	831,925	558,900
Restricted cash flows:							
Housing Assistance Payments earned	13,106,935	-	-	-	-	-	13,106,935
Housing Assistance Payments	(14,106,318)	-	-	-	-	-	(14,106,318)
Investment income - restricted	15,258	20,263	-	-	-	-	35,521
Transfers from unrestricted - CAO	-	-	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	22,680	-	55,260	77,940
Purchased from replacement reserves	-	-	-	-	-	(40,171)	(40,171)
Sec 18 transfers to Affordable Housing	-	(691,214)	-	-	-	-	(691,214)
Total restricted cash flows	(984,125)	(670,951)	-	22,680	-	15,089	(1,617,307)
Net cash flows	(1,015,689)	(1,041,068)	10,478	94,566	46,292	847,014	(1,058,407)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	2,153,466	2,284,555	(131,089)	2,433,578	(280,112)
Gross billable rent	4,044,056	4,119,183	(75,127)	3,933,605	110,451
Vacancy loss	(149,592)	(147,142)	(2,450)	(127,691)	(21,901)
Premiums (concessions)	(27,025)	(39,650)	12,625	(33,969)	6,944
Other tenant revenue	95,534	155,277	(59,743)	134,494	(38,960)
Tenant revenue	3,962,973	4,087,670	(124,697)	3,906,439	56,534
Other revenue (incl GF subsidy)	251,466	239,005	12,461	236,123	15,343
Total operating revenue	6,367,905	6,611,230	(243,325)	6,576,140	(208,235)
Operating expenses:					
Repair and maintenance	1,953,824	1,950,609	(3,215)	1,920,231	(33,593)
Operations	1,917,407	1,982,820	65,413	1,924,818	7,411
Utilities	401,436	413,896	12,460	385,036	(16,400)
Insurance	112,246	114,535	2,289	108,980	(3,266)
PILOT	35,469	31,199	(4,270)	35,469	-
Bad debt, net of recoveries	51,362	60,569	9,207	110,813	59,451
Other	46,587	57,278	10,691	81,499	34,912
Total operating expenses	4,518,331	4,610,906	92,575	4,566,846	48,515
Net program income	1,849,574	2,000,324	(150,750)	2,009,294	(159,720)
Other ongoing cash outflows:					
HAWC administration	511,996	514,913	2,917	519,602	7,606
Debt service	1,386,360	1,412,417	26,057	1,368,850	(17,510)
Total outflows	1,898,356	1,927,330	28,974	1,888,452	(9,904)
Cash flow from operations	(48,782)	72,994	(121,776)	120,842	(169,624)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(5,591)	(16,628)	11,037	(11,019)	5,428
Capital fund receipts	89,226	87,389	1,837	141,391	(52,165)
Capitalized modernization	(89,227)	(87,389)	(1,838)	(265,051)	175,824
Transfers to (from) Local Fund	-	(49,500)	49,500	(85,472)	85,472
Transfers to restricted cash - CAO	-	(200,728)	200,728	(205,333)	205,333
Transfers from (to) restricted cash - Repl Re	(77,940)	(77,940)	-	(61,488)	(16,452)
Section 18 transfers from Public Housing	691,214	681,582	9,632	668,638	22,576
Net unrestricted cash flows	558,900	409,780	149,120	302,508	256,392
Restricted cash flows:					
Housing Assistance Payments earned	13,106,935	13,953,813	(846,878)	13,947,224	(840,289)
Housing Assistance Payments	(14,106,318)	(13,636,125)	(470,193)	(13,683,854)	(422,464)
Investment income - restricted	35,521	57,947	(22,426)	53,495	(17,974)
Transfers from unrestricted - CAO	-	200,728	(200,728)	205,333	(205,333)
Transfers from (to)unrestricted - Repl Res	77,940	77,940	-	61,488	16,452
Purchased from replacement reserves	(40,171)	-	(40,171)	-	(40,171)
Sec 18 transfers to Affordable Housing	(691,214)	(678,314)	(12,900)	(668,638)	(22,576)
Total restricted cash flows	(1,617,307)	(24,011)	(1,593,296)	(84,952)	(1,532,355)
Net cash flows	(1,058,407)	385,769	(1,444,176)	217,556	(1,275,963)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,296,428	1,320,112	(23,684)	1,321,437	(25,009)
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	28,206	13,255	14,951	15,262	12,944
Total operating revenue	1,324,634	1,333,367	(8,733)	1,336,699	(12,065)
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	1,066,697	1,094,048	27,351	1,085,249	18,552
Utilities	-	-	-	-	-
Insurance	3,280	3,330	50	3,249	(31)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	45,002	46,493	1,491	49,940	4,938
Total operating expenses	1,114,979	1,143,871	28,892	1,138,438	23,459
Net program income	209,655	189,496	20,159	198,261	11,394
Other ongoing cash outflows:					
HAWC administration	241,996	241,291	(705)	240,999	(997)
Debt service	-	-	-	-	-
Total outflows	241,996	241,291	(705)	240,999	(997)
Cash flow from operations	(32,341)	(51,795)	19,454	(42,738)	10,397
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	777	(83)	860	3,723	(2,946)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	14,015	(14,015)	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(31,564)	(37,863)	6,299	(39,015)	7,451
Restricted cash flows:					
Housing Assistance Payments earned	13,106,935	13,953,813	(846,878)	13,947,224	(840,289)
Housing Assistance Payments	(14,106,318)	(13,636,125)	(470,193)	(13,683,854)	(422,464)
Investment income - restricted	15,258	23,121	(7,863)	20,747	(5,489)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(984,125)	340,809	(1,324,934)	284,117	(1,268,242)
Net cash flows	(1,015,689)	302,946	(1,318,635)	245,102	(1,260,791)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	802,502	902,711	(100,209)	1,055,730	(253,228)
Gross billable rent	366,447	458,540	(92,093)	456,622	(90,175)
Vacancy loss	(2,770)	(3,336)	566	(2,925)	155
Premiums (concessions)	(22)	(342)	320	(285)	263
Other tenant revenue	31,786	37,031	(5,245)	36,364	(4,578)
Tenant revenue	395,441	491,894	(96,453)	489,776	(94,335)
Other revenue (incl GF subsidy)	3,736	3,393	343	3,751	(15)
Total operating revenue	1,201,679	1,397,998	(196,319)	1,549,257	(347,578)
Operating expenses:					
Repair and maintenance	971,605	990,346	18,741	1,004,603	32,998
Operations	231,255	237,642	6,387	229,651	(1,604)
Utilities	48,246	50,380	2,134	48,467	221
Insurance	29,801	29,971	170	29,239	(562)
PILOT	35,469	31,199	(4,270)	35,469	-
Bad debt, net of recoveries	(259)	(2,458)	(2,199)	50,065	50,324
Other	640	-	(640)	1,200	560
Total operating expenses	1,316,757	1,337,080	20,323	1,398,694	81,937
Net program income	(115,078)	60,918	(175,996)	150,563	(265,641)
Other ongoing cash outflows:					
HAWC administration	265,798	263,337	(2,461)	267,284	1,486
Debt service	-	-	-	-	-
Total outflows	265,798	263,337	(2,461)	267,284	1,486
Cash flow from operations	(380,876)	(202,419)	(178,457)	(116,721)	(264,155)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	10,760	15,317	(4,557)	15,983	(5,223)
Capital fund receipts	89,226	87,389	1,837	141,391	(52,165)
Capitalized modernization	(89,227)	(87,389)	(1,838)	(141,391)	52,164
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	(370,117)	(187,102)	(183,015)	(100,738)	(269,379)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	20,263	34,826	(14,563)	32,747	(12,484)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(691,214)	(678,314)	(12,900)	(668,638)	(22,576)
Total restricted cash flows	(670,951)	(643,488)	(27,463)	(635,891)	(35,060)
Net cash flows	(1,041,068)	(830,590)	(210,478)	(736,629)	(304,439)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	14,328	19,156	(4,828)	19,844	(5,516)
Gross billable rent	47,529	45,900	1,629	45,767	1,762
Vacancy loss	(425)	(1,377)	952	(385)	(40)
Premiums (concessions)	-	(19)	19	(15)	15
Other tenant revenue	-	140	(140)	158	(158)
Tenant revenue	47,104	44,644	2,460	45,525	1,579
Other revenue (incl GF subsidy)	762	965	(203)	1,086	(324)
Total operating revenue	62,194	64,765	(2,571)	66,455	(4,261)
Operating expenses:					
Repair and maintenance	11,863	11,607	(256)	12,821	958
Operations	6,290	9,999	3,709	9,607	3,317
Utilities	6,902	7,307	405	6,919	17
Insurance	460	501	41	488	28
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	64	64	(670)	(670)
Other	-	-	-	-	-
Total operating expenses	25,515	29,478	3,963	29,165	3,650
Net program income	36,679	35,287	1,392	37,290	(611)
Other ongoing cash outflows:					
HAWC administration	199	2,686	2,487	2,903	2,704
Debt service	26,062	26,063	1	26,063	1
Total outflows	26,261	28,749	2,488	28,966	2,705
Cash flow from operations	10,418	6,538	3,880	8,324	2,094
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	60	59	1	(62)	122
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(3,885)	3,885
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	10,478	6,597	3,881	4,377	6,101
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	10,478	6,597	3,881	4,377	6,101



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	33,013	29,513	3,500	23,504	9,509
Gross billable rent	394,473	397,704	(3,231)	275,709	118,764
Vacancy loss	(13,118)	(7,800)	(5,318)	(4,487)	(8,631)
Premiums (concessions)	(847)	(12,020)	11,173	(7,661)	6,814
Other tenant revenue	(6,240)	6,303	(12,543)	1,571	(7,811)
Tenant revenue	374,268	384,188	(9,920)	265,131	109,137
Other revenue (incl GF subsidy)	6,376	8,075	(1,699)	5,756	620
Total operating revenue	413,657	421,776	(8,119)	294,391	119,266
Operating expenses:					
Repair and maintenance	134,073	90,619	(43,454)	76,661	(57,412)
Operations	78,223	107,525	29,302	74,480	(3,743)
Utilities	40,405	48,350	7,945	29,855	(10,550)
Insurance	8,303	7,957	(346)	5,358	(2,945)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	3,461	5,345	1,884	3,059	(402)
Other	-	10,208	10,208	7,999	7,999
Total operating expenses	264,465	270,004	5,539	197,412	(67,053)
Net program income	149,192	151,772	(2,580)	96,979	52,213
Other ongoing cash outflows:					
HAWC administration	141	3,844	3,703	2,625	2,484
Debt service	54,626	79,037	24,411	38,763	(15,863)
Total outflows	54,767	82,881	28,114	41,388	(13,379)
Cash flow from operations	94,425	68,891	25,534	55,591	38,834
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	141	780	(639)	333	(192)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(105,480)	105,480
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	(22,680)	(22,680)	-	(16,128)	(6,552)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	71,886	46,991	24,895	(65,684)	137,570
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	22,680	22,680	-	16,128	6,552
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	22,680	22,680	-	16,128	6,552
Net cash flows	94,566	69,671	24,895	(49,556)	144,122



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	2,191	2,191	-	2,191	-
Gross billable rent	39,050	39,880	(830)	35,956	3,094
Vacancy loss	-	(1,196)	1,196	(3,542)	3,542
Premiums (concessions)	-	-	-	(197)	197
Other tenant revenue	-	6,225	(6,225)	3,776	(3,776)
Tenant revenue	39,050	44,909	(5,859)	35,993	3,057
Other revenue (incl GF subsidy)	20,821	30,000	(9,179)	31,527	(10,706)
Total operating revenue	62,062	77,100	(15,038)	69,711	(7,649)
Operating expenses:					
Repair and maintenance	1,685	22,553	20,868	21,161	19,476
Operations	7,468	8,968	1,500	13,053	5,585
Utilities	3,778	2,724	(1,054)	2,583	(1,195)
Insurance	778	706	(72)	761	(17)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	122	122
Other	945	577	(368)	22,360	21,415
Total operating expenses	14,654	35,528	20,874	60,040	45,386
Net program income	47,408	41,572	5,836	9,671	37,737
Other ongoing cash outflows:					
HAWC administration	2,245	2,108	(137)	4,158	1,913
Debt service	9,214	10,859	1,645	9,214	-
Total outflows	11,459	12,967	1,508	13,372	1,913
Cash flow from operations	35,949	28,605	7,344	(3,701)	39,650
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	5,151	7,566	(2,415)	7,037	(1,886)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	(63,515)	63,515	(85,472)	85,472
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	5,192	8,773	(3,581)	8,252	(3,060)
Net unrestricted cash flows	46,292	(18,571)	64,863	(73,884)	120,176
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	46,292	(18,571)	64,863	(73,884)	120,176



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	5,004	10,872	(5,868)	10,872	(5,868)
Gross billable rent	3,196,557	3,177,159	19,398	3,119,552	77,005
Vacancy loss	(133,279)	(133,433)	154	(116,353)	(16,926)
Premiums (concessions)	(26,156)	(27,269)	1,113	(25,811)	(345)
Other tenant revenue	69,988	105,578	(35,590)	92,626	(22,638)
Tenant revenue	3,107,110	3,122,035	(14,925)	3,070,015	37,095
Other revenue (incl GF subsidy)	191,565	183,317	8,248	178,742	12,823
Total operating revenue	3,303,679	3,316,224	(12,545)	3,259,629	44,050
Operating expenses:					
Repair and maintenance	834,598	835,484	886	804,987	(29,611)
Operations	527,474	524,638	(2,836)	512,782	(14,692)
Utilities	302,105	305,135	3,030	297,212	(4,893)
Insurance	69,624	72,070	2,446	69,885	261
PILOT	-	-	-	-	-
Bad debt, net of recoveries	48,160	57,618	9,458	58,237	10,077
Other	-	-	-	-	-
Total operating expenses	1,781,961	1,794,945	12,984	1,743,103	(38,858)
Net program income	1,521,718	1,521,279	439	1,516,526	5,192
Other ongoing cash outflows:					
HAWC administration	1,617	1,647	30	1,634	17
Debt service	1,296,458	1,296,458	-	1,294,811	(1,647)
Total outflows	1,298,075	1,298,105	30	1,296,445	(1,630)
Cash flow from operations	223,643	223,174	469	220,081	3,562
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(22,480)	(40,267)	17,787	(38,034)	15,554
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(14,295)	14,295
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	(200,728)	200,728	(205,333)	205,333
Transfers from (to) restricted cash - Repl Re	(55,260)	(55,260)	-	(45,360)	(9,900)
Section 18 transfers from Public Housing	686,022	672,809	13,213	660,386	25,636
Net unrestricted cash flows	831,925	599,728	232,197	577,445	254,480
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	200,728	(200,728)	205,333	(205,333)
Transfers from (to)unrestricted - Repl Res	55,260	55,260	-	45,360	9,900
Purchased from replacement reserves	(40,171)	-	(40,171)	-	(40,171)
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	15,089	255,988	(240,899)	250,693	(235,604)
Net cash flows	847,014	855,716	(8,702)	828,138	18,876



V. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
March 31, 2012

Assets	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Current assets:							
Unrestricted cash and cash equivalents	(25,183)	1,649,608	19,701	75,017	960,958	(4,023,599)	(1,343,498)
Restricted cash and cash equivalents	231,052	56,174	1,080	33,423	31,700	269,198	622,627
Accounts receivable, net	60,435	51,562	231	28,768	—	112,220	253,216
Current portion of contracts receivable	—	4,913	—	—	2,436	—	7,349
Other current assets	1,094	15,671	153	6,332	363	42,089	65,702
Total current assets	267,398	1,777,928	21,165	143,540	995,457	(3,600,092)	(394,604)
Non-current assets:							
Restricted cash and cash equivalents	2,295,848	3,424,137	36,115	87,379	100	704,706	6,548,285
Contracts receivable	—	—	—	—	438,593	—	438,593
Capital assets, non-depreciable	—	3,860,504	50,000	41,617	201,922	4,095,129	8,249,172
Capital assets, depreciable, net	—	4,318,079	67,522	179,363	572,946	17,737,882	22,875,792
Total non-current assets	2,295,848	11,602,720	153,637	308,359	1,213,561	22,537,717	38,111,842
Total assets	2,563,246	13,380,648	174,802	451,899	2,209,018	18,937,625	37,717,238
Liabilities							
Current liabilities:							
Accounts payable	—	80,726	—	10,882	635	89,553	181,796
Deferred revenue	—	50,933	38	—	394	2,263	53,628
Accrued interest payable - bonds and notes	—	—	2,451	894	162	342,454	345,961
Current portion of notes and contracts payable	—	—	5,573	64,142	8,876	289,201	367,792
Current liabilities payable from restricted assets:							
Tenant and other deposits	231,052	56,174	1,080	33,423	31,700	269,198	622,627
Total curr. liabilities payable from restr. assets	231,052	56,174	1,080	33,423	31,700	269,198	622,627
Total current liabilities	231,052	187,833	9,142	109,341	41,767	992,669	1,571,804
Non-current liabilities:							
Contracts and notes payable	—	—	331,264	97,383	702,566	26,613,627	27,744,840
Total non-current liabilities	—	—	331,264	97,383	702,566	26,613,627	27,744,840
Total liabilities	231,052	187,833	340,406	206,724	744,333	27,606,296	29,316,644
Net Assets							
Invested in capital assets, net of related debt	—	8,178,584	(219,314)	59,455	63,427	(5,069,816)	3,012,336
Restricted	2,296,925	3,424,137	36,115	87,379	100	704,706	6,549,362
Unrestricted	35,269	1,590,094	17,595	98,341	1,401,158	(4,303,561)	(1,161,104)
Total net assets	2,332,194	13,192,815	(165,604)	245,175	1,464,685	(8,668,671)	8,400,594
Total liabilities and net assets	2,563,246	13,380,648	174,802	451,899	2,209,018	18,937,625	37,717,238



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

Wait List Time Based on # of HH Members												
# HH Members	1	2	3	4	5	6	7	8	9	10	11	Total
#Families	2,180	1,553	1,043	578	338	160	73	37	16	6	1	5,985
Average Days	877	868	886	885	864	859	999	895	1,094	694	1,257	878

Wait List Based on Gender			
Gender	Female	Male	Total
Total	4,177	1,808	5,985

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	62	202	731	48	4,654	84	204	5,985

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	1,106	4,800	79	5,985

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	1,612	425	3,056	892	5,985



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

Fiscal Year-to-Date
April 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
April 2012	35	458	13.09

* 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: April 5,985— (March – 5,947). 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 April 2012 were at 13.09 (last month – 13.74). 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: 99.18% (last month – 100%).
 *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 2,584 vouchers leased up in April (last month – 2,595). Seven (7) new vouchers were issued, and 42 applicants with vouchers are searching for housing (last month 7 new, 34 looking).

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

	<u>Avg. Response</u>	<u>Our Goal</u>	<u>HUD Standard</u>
Emergency WO's	2.04hrs	3.0 hrs	24 hrs
Routine WO's	4.76 days	3 days/24 hrs	25 days

- f) FSS Participation
 Total FSS Participants: 69 (56 from Section 8 and 13 from Public Housing)
 Total FSS participants w/escrow balance: 53 (42 from Section 8 and 11 from Public Housing)
 Total Escrow Balance: \$201,982
 Average Escrow Balance: \$3,811
 Highest Escrow Accounts: \$16,329, \$17,218

• **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. Kaybern Terrace is now managed by Infinity and included in the affordable unit count.

- a) Infinity-Managed Properties: 96.08% Occupancy (24 vacancies / 613 units), compared to 96.74% (20 vacancies / 613 units), last month. NTR – 97%.



- **MAINTENANCE ACTIVITIES**

Special Projects:

- Completed all repairs from annual inspections.
- Vinyl flooring replaced in two (2) Public Housing units.
- Water heater replaced at two (2) Public Housing units.
- Garage door replaced at two (2) Public Housing units.
- Carpet replaced in three (3) occupied Public Housing units.
- Gutters were replaced in two (2) occupied Public Housing units.

Turnovers:

- Completed four (4) Public Housing unit turnovers with an average of 7.00 Maintenance days per unit.
- Turnover cleaning was completed by in-house maintenance staff in one unit, and cleaning was completed in three (3) turnover units by a contracted vendor.
- Carpet replaced on 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 on May 29 to review the “highest needs” identified in the Washington County Consolidated Plan and the 10-Year Plan to End Homelessness and 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**

Vision Action Network and the Department of Housing Services convened a Homeless Cost Study Advisory Committee to provide oversight to the cost study development. The committee includes members of the Homeless Plan Advisory Committee (HPAC) and community stakeholders in a leadership role representing institutions and agencies that frequently serve homeless persons.

A Request For Qualifications (RFQ) was released by the Vision Action Network (VAN) requesting proposals to design and conduct a cost study of chronic homelessness in Washington County. The Homeless Cost Study Advisory Committee will be meeting in June to receive a report on the RFQ proposals, scoring and selection process.

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 permanently end homelessness. 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.

• **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. Rules released include:

- Homeless Definition that identifies eligible 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 Supportive Housing (SHP), Shelter Plus Care (S+C) and SRO Mod-Rehab programs
- Rural Housing Stability Assistance Program



Federal appropriations 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), will not fully fund all of the federal HEARTH Act requirements or HUD-related goals. HUD will determine which provisions of HEARTH to implement in order to maximize the impact on the people served by these homeless assistance 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>	

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

HUD implemented a CoC Check-up process to assist local CoC’s to analyze capacity and readiness to implement the HEARTH Act. As the CoC Lead Agency for the county’s Housing and Supportive Services Network (HSSN), the Department of Housing Services submitted the CoC Check-up Action Plan to HUD in April.

On June 8, the HSSN will launch a 12-month process to:

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

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



- **EMERGENCY FOOD AND SHELTER PROGRAM**

The Emergency Food and Shelter Program (EFSP) was created in 1983 to supplement the work of local social service organizations within the United States to help hungry and homeless people in need of emergency assistance. Federal budget appropriation for the EFSP has decreased in recent years under the Federal Emergency Management Agency (FEMA) budget, with the President's FY2013 budget request of \$100 million, a \$20 million decrease as compared to \$120 million in FY2012.

The EFSP National Board uses a formula involving population and poverty data provided by the US Census, and unemployment data provided by the Bureau of Labor Statistics to determine eligibility of a civil jurisdiction to receive an allocation of funds.

The EFSP Local Board is comprised of representatives from Washington, Multnomah, and Clackamas counties in Oregon, and Clark County in Washington, and governs the process to award EFSP funds to local private, nonprofit and government organizations that provide emergency shelter, emergency rent assistance, food and meals. A Phase 30 RFP will be released in the coming weeks, noting awards pending federal funds available.

Historical EFSP funding in Washington County:

\$ 62,988 2011 State Set-aside: \$0.00 shelter, \$50,390 rent, \$12,598 food
\$ 376,296 2010 EFSP & ARRA: \$135,467 shelter, \$162,829 rent, \$78,000 food
\$ 281,091 2009 EFSP: \$87,291 shelter, \$101,840 rent, \$49,800 food

- **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.



- **HPAC HOMELESS CONSUMER POSITION VACANCY**

Ms. Billie Butler has applied for the vacant Homeless/Formerly Homeless Consumer position on the Homeless Plan Advisory Committee. Ms. Butler and her children have experienced homelessness in Washington County. The Homeless/Formerly Homeless Consumer position is vacant as the result of a resignation. The recommendation to appoint will go before the Board of County Commissioner for consideration on June 5, 2012.

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. 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.



Chair Duyck will consider bringing this program to a Board work session after the data from the Cost Study on Homelessness is available (summer 2012).

In the meantime, a meeting with nonprofit housing partners and County and city staff has been scheduled for Monday, May 21, at 10am to discuss approaches for securing staff and leadership approval in different jurisdictions.

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

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

The Citizen Advisory Committee (CAC) met on May 9, 2012 and began working in smaller groups to begin brainstorming and developing possible strategies to address broad categories — Housing, Transportation, and Economic Development. The next CAC meeting is scheduled for Wednesday, June 14. CAC meetings take place from 6-8:30pm in the TVF&R facility on SW Blanton and 209th.

A half-day workshop event is planned for 9am-1pm on Saturday, 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.

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 took place 9:30-11:30am, Monday, May 14 at the Sequoia Mental Health facility on 185th Avenue in Aloha.

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>.

- **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**

This work group will explore the general concept of mixed-income housing and its feasibility in Washington County, and was an action identified in the 2010-2015 Consolidated Plan Action Plan. The work group is not constrained, and may consider any number of configurations of mixed-income housing at a variety of income levels, and may consider its feasibility in the County overall and/or in specific locations. The work group may explore any number of options and recommend configurations and strategies that appear to be most useful for Washington County.

The second meeting of the work group exploring the feasibility of mixed-income housing in Washington County took place on Thursday April 26 from 3-4:30pm in the Beaverton Library meeting room. The next meeting is scheduled for Thursday, May 17 from 3-4:30pm in the First Floor meeting room in Beaverton City Hall. The next meeting is proposed for Thursday, June 21, from 3-4:30pm at a TBD Beaverton location.

VII. NEW BUSINESS



VIII. RESOLUTIONS/ACTION ITEMS

- **HAWC FY2012-13 BUDGET**

The HAWC FY2012-13 budget will be presented at the May 24 HAC meeting.

A special meeting of the Housing Authority Board of Directors (HABOD) will meet on June 26, 2012 to review and approve the HAWC FY2012-13 Budget. This meeting is an evening session.

ACTION REQUIRED: Review HAWC FY2012-13 Annual Budget and recommend for approval to the Housing Authority Board of Directors.

IX. ADJOURNMENT